TRUSTS & CHARITIES COMMITTEE

Terms of Reference

To exercise the administrative powers and duties of Full Council (as Trustee) in relation to all trusts for which the Council is sole trustee (the "City Trusts").
To exercise the administrative powers of the "Council as Trustee" in accordance with the relevant governing documents of each trust and Charity Commission Scheme(s).

(a) Upon receipt from officers, to approve annual reports and accounts.

(b) Approve Charity Commission returns and all other regulatory documents.

(c) Respond to enquiries from Auditors or Independent Examiners.

(d) Inquire of and respond to the Charity Commission and any other regulatory bodies.

(e) Full Council sitting as "Council as Trustee" will be responsible for decisions concerning the use and/or disposal of charity property and assets, and will delegate the management of any City Trust to the Trusts and Charities Committee, with assistance from the Legal Services Team as and when required.

(f) To act as accountable manager for the Trusts and Charities, and be authorised to take all necessary administrative decisions and continue to report to Council Business Management Committee (as Trustee) as and when required.

(g) To compile and maintain a comprehensive and up to date list of the City Trusts.

(h) To take any other action deemed appropriate or necessary to ensure the proper management and administration of the City Trusts.