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| Grants Determination (Cabinet) Sub-Committee 20 June 2017 |  TOWER HAMLETS |
| Report of: Matthew Mannion, Committee Services Manager | Classification: Unrestricted |
| GRANTS DETERMINATION SUB-COMMITTEE TERMS OF REFERENCE, QUORUM, MEMBERSHIP AND DATES OF MEETINGS | |

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| Lead Member | Councillor Rachel Saunders, Cabinet Member for Health and Adults with special responsibility for grants |
| Originating Officer(s) | Antonella Burgio, Democratic Services |
| Wards affected | All Wards |
| Key Decision? | Yes |
| Community Plan Theme | |

Executive Summary

- 1.1 This report sets out the Terms of Reference, Quorum, Membership and Dates of Meetings of the Grants Determination Sub-Committee for the Municipal Year 2017/18 for the information of its Members.

Recommendations:

The Grants Determination (Cabinet) Sub-Committee is recommended to:

1. That the Grants Determination Sub-Committee notes its Terms of Reference, Quorum, Membership and Dates of meetings for the Municipal Year 2017/18 as set out in Appendices 1, 2 and 3 to this report.

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Consultation and Version Control

[Please state version number and all changes must be tracked or report will not be accepted]

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|-----------------------|------------------------|---------------------|----------|
| Version Number | 1.0 [Please update] | Version Date | dd/mm/yy |
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| Name | Title | Date Consulted | Date Cleared | Version |
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| | Corporate Director | | | |
| | Department Finance | | | |
| | Corporate Finance | | | |
| | Legal Services | | | |
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Decision Type

| Key Decision? | Urgent Decision? | Exempt from Call-In? | Restricted Report or Partially Restricted (e.g. appendix)? |
|----------------------|-------------------------|-----------------------------|-------------------------------------------------------------------|
| Yes/No | Yes/No?* | Yes/No?* | Yes/No?* |

*If the answer is yes make sure the forthcoming decision on the website states this or else the decision cannot be taken.

Further details on the procedure for Urgent Decisions can be found in the [Intranet Library](#) and the What to Do with Your Decision If [guidance note](#).

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1. REASONS FOR THE DECISIONS

1. This report is for the information of the Sub-Committee and no specific decisions are required.

2. ALTERNATIVE OPTIONS

Not applicable to reports for noting.

4. Background

- 4.1 Each year in May the Council initiates a new municipal year at which time memberships of committees and the calendar of committee meetings are refreshed.
- 4.2 It is customary that following the Annual General Meeting of the Council that the committees established:
 - 4.2.1 Note their Terms of Reference, Quorum and Membership for the forthcoming Municipal Year. These are set out in Appendix 1 and 2 to the report respectively.
 - 4.2.2 Receive the programme of meetings for the remainder of the year which have been agreed by Full Council. This information is provided at Appendix 3 to the report.
 - 4.2.3 Note the Council's practice that scheduled time of committee meetings which take place during Ramadan are varied from the time agreed in accordance with the programme of meetings for principal meetings, meetings and take place at 5.30 pm.

5. Grants Determination Sub Committee

- 5.1 Decision making powers in respect of grants to voluntary and community organisations was returned to the Council on 17 January 2017.
- 5.2 To ensure that grant making decisions are delivered in an open and fair manner, the Constitution Part 4.4: Executive Procedure Rules, Delegations to the Executive has been revised to enable the Mayor to delegate grants decision-making powers to the Executive acting collectively in the form of the Grants Determination Sub-Committee.
- 5.3 In accordance with Part 4.4 of the Constitution, Rule 1.2 of the Executive Procedure Rules, *the Mayor may appoint such committees of the Executive as he considers appropriate from time to time* and he has appointed The Grants Determination Sub-Committee to determine decisions relating to grants (the Mayor has delegated the functions of this Sub-Committee to be carried out by the Sub-Committee collectively).

- 5.4 The terms of reference provided at Appendix 1 to this report provide further information relating to the function of this Sub Committee.
- 5.5 The Membership of the Sub-Committee is provided at Appendix 2 to the report.
- 5.6 The schedule of meetings for the municipal year 2017/18 is provided at Appendix 3 to the report.

6. COMMENTS OF THE CHIEF FINANCE OFFICER

Matters brought before the Committee under its terms of reference during the year will include comments on the financial implications of decisions provided by the Chief Finance Officer. There are no specific comments arising from the recommendations in this report.

7. LEGAL COMMENTS

7.1

8. ONE TOWER HAMLETS CONSIDERATIONS

- 8.1 When drawing up the schedule of dates, consideration was given to avoiding schools holiday dates and known dates of religious holidays and other important dates where at all possible.

9. BEST VALUE (BV) IMPLICATIONS

There are no specific Best Value implications arising from this noting report.

10. SUSTAINABLE ACTION FOR A GREENER ENVIRONMENT

- 10.1 There are no specific sustainability implications arising from this noting report.

11. RISK MANAGEMENT IMPLICATIONS

- 11.1 There are no specific risk management implications arising from this noting report.

12. CRIME AND DISORDER REDUCTION IMPLICATIONS

- 12.1 There are no specific crime and disorder implications arising from this report.

Linked Reports, Appendices and Background Documents

Linked Report

- NONE

Appendices

- Appendix 1 – Grants Determination Sub-Committee Terms of Reference
- Appendix 2 – Appointments to Committee
- Appendix 3 – Dates of meetings

Background Documents – Local Authorities (Executive Arrangements)(Access to Information)(England) Regulations 2012

- NONE

Officer contact details for documents:

Or state N/A
