

Committee: Cabinet	Date: 11 June 2008	Classification: Unrestricted	Report No:	Agenda Item No:
Report of: Acting Assistant Chief Executive		Title: Cabinet Sub Bodies 2008/2009 Terms of Reference and Membership		
Originating Officer Angus Taylor, Executive Team Leader Democratic Services		Wards Affected: All		

1. Summary

- 1.1 This report recommends the establishment of two Cabinet Sub-Bodies to discharge functions on behalf of the Cabinet with Terms of Reference, Membership and Quorum, as set out in the Authority's Constitution. Cabinet is also invited to consider making appointments to the Grants Panel and Grants Appeals Panel for the Municipal Year 2008/2009, the exact membership of which remains a matter for the determination of the Cabinet.

2. Recommendation

Cabinet is requested to: -

- 2.1 Agree the establishment of the Sub-Bodies listed at (a) and (b) below, to discharge functions on behalf of the Cabinet, with Terms of Reference, Membership and Quorum as set out in paragraphs 4.1.1 and 4.1.2 of the report:
- (a) Grants Panel
 - (b) Grants Appeals Panel
- 2.2 Consider appointments to the Grants Panel and Grants Appeals Panel for the Municipal Year 2008/2009.

3. Background

- 3.1 At the extraordinary meeting of the full Council held on 8th March 2007, the Authority approved a revised constitution.
- 3.2 The Constitution as amended (Part 3 - Responsibility for Functions, Section 3.4 – The Executive, Paragraph 3.4.2 to 3.4.3) sets out the functions and terms of reference for two Cabinet Sub-Bodies which the Cabinet may establish to discharge functions on its behalf, together with the Membership and Quorum thereof. These details are set out in Section 4 below for ease of reference. The Cabinet is invited to agree the establishment of these sub bodies with Terms of Reference, Membership and Quorum as set out in Section 4 of this report.

3.3 The Constitution as amended (Part 3 - Responsibility for Functions, Section 3.11 – Advisory Bodies and Working Parties) requires the Assistant Chief Executive to maintain and update a list of advisory panels and working parties which the Leader and/or the Chief Executive may from time to time establish. A list of the bodies currently in existence is attached at Appendix A to this report.

4. Cabinet Sub Committees

4.1.1 Grants Panel

(a) Terms of Reference:

- To determine in their entirety applications for Grant funding received by the Authority.
- To determine in their entirety applications for corporate match funding received by the Authority.

Subsequent appeals against any such determinations shall be considered by the Grants Appeals Panel.

(b) Membership:

Five Members of the Cabinet, with two substitutes (the latter being members of the Cabinet but not members of the Grants Appeals Panel or substitutes thereof).

(c) Quorum:

Two members of the Panel.

4.1.2 Grants Appeals Panel

(a) Terms of Reference:

To consider and determine appeals against decisions made by the Grants Panel.

(b) Membership:

Two Members of the Cabinet, with one substitute (who are not members of the Grants Panel or substitutes thereof).

(c) Quorum:

Two members of the Panel.

5 Comments of the Chief Financial Officer

There are no specific comments arising from the recommendations in the report.

6 Concurrent report of the Assistant Chief Executive (Legal)

- 6.1 By virtue of the Local Government Act 2000 a Sub-Body of Cabinet which makes executive decisions may only comprise Cabinet members. In all other cases where the Sub-Body includes either non-Cabinet members and/ or officers and/ or third party representatives, the terms of reference for that body may be advisory only.
- 6.2 Appointment to a Cabinet Sub-Body can only be made by Cabinet

7 Equal Opportunities Implications

There are no specific Equal Opportunities considerations arising from the recommendations in the report.

8 Anti Poverty Implications

There are no specific anti poverty implications arising from the recommendations in the report.

9 Risk Management Implications

There are no specific risk management implications arising from the recommendations in the report.

10 Sustainable Action for a Greener Environment

There are no specific SAGE implications arising from the recommendations in the report.

APPENDIX A

Working Parties and Advisory Bodies currently established:

- Accessible Transport Consultative Forum
- Constitutional Working Party
- Crossrail Working Party
- Joint Consultative Advisory Group
- Leader's Advisory Board
- Member Learning and Development Working Party
- Public Transport Consultative Forum
- Strategic Corporate Parenting Working Group
- Tower Hamlets Refugee Forum

LOCAL GOVERNMENT ACT 1972 SECTION 100D (AS AMENDED) LIST OF "BACKGROUND PAPERS" USED IN THE PREPARATION OF THIS REPORT

Brief description of "background papers"	Tick if copy supplied for register	If not supplied name and telephone number of holder
Report to Cabinet 06 June 2007 "Cabinet Sub Bodies 2007/2008 Terms of Reference and Membership" Council's Revised Constitution (Council 08 March 2007)		Angus Taylor 020 7364 4333