


<p style="text-align: center;">Grants Determination (Cabinet) Sub Committee</p> <p style="text-align: center;">3rd July 2019</p>	
<p>Report of: Asmat Hussain, Corporate Director for Governance</p>	<p>Classification: [Unrestricted]</p>
<p style="text-align: center;">GRANTS DETERMINATION SUB-COMMITTEE TERMS OF REFERENCE, QUORUM, MEMBERSHIP AND DATES OF MEETINGS</p>	

Originating Officer(s)	Zoe Folley, Democratic Services
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Executive Summary

This report sets out the Terms of Reference, Quorum, Membership and Dates of Meetings of the Grants Determination Sub-Committee for the Municipal Year 2019/20 for the information of its Members.

Recommendations:

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

1. To note its Terms of Reference, Quorum, Membership and Dates of meetings for the Municipal Year 2019/20 as set out in Appendices 1, 2 and 3 to this report.

1. REASONS FOR THE DECISIONS

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

2. ALTERNATIVE OPTIONS

- 2.1 Not applicable to reports for noting.

3. BACKGROUND

Following the Annual General Meeting of the Council and the establishment of the Council's Committees for the 2019/20, the Grants Determination Sub – Committee are asked to:

- Note their updated Terms of Reference as set out at Appendix 1. Point 1 regarding the functions of the Sub - Committee has been updated to clarify that various grants processes have been specifically delegated to officers.
- Note the Membership for the forthcoming Municipal Year and the calendar of meetings for the year which have been agreed by Full Council. This information is provided at Appendix 2 and 3 to the report.

4. GRANTS DETERMINATION SUB COMMITTEE

- 4.1 Decision making powers in respect of grants to voluntary and community organisations was returned to the Council on 17 January 2017.
- 4.2 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.
- 4.3 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).
- 4.4 The terms of reference provided at Appendix 1 to this report provide further information relating to the function of this Sub Committee.
- 4.5 The Membership of the Sub-Committee is provided at Appendix 2 to the report.
- 4.6 The schedule of meetings for the municipal year 2019/20 is provided at Appendix 3 to the report.

5. EQUALITIES IMPLICATIONS

- 5.1 When the calendar of meetings was set up consideration was given to avoiding school holidays and known religious holidays and other important dates where at all possible.

6. OTHER STATUTORY IMPLICATIONS

- 6.1 This section of the report is used to highlight further specific statutory implications that are either not covered in the main body of the report or are required to be highlighted to ensure decision makers give them proper consideration. Examples of other implications may be:
- Best Value Implications,
 - Consultations,
 - Environmental (including air quality),
 - Risk Management,
 - Crime Reduction,
 - Safeguarding.

- 6.2 None specifically relating to this report.

7. 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.

8. COMMENTS OF LEGAL SERVICES

The matters for the Sub-Committee to note are in line with the resolutions made by Full Council on 15 May 2019 and the Mayor's Executive Scheme of Delegation.

Linked Reports, Appendices and Background Documents

Linked Report

- NONE

Appendices:

- Grants Determination Sub – Committee Terms of Reference – Appendix 1
- Membership – Appendix 2
- Dates of Meetings – Appendix 3

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

- NONE

Officer contact details for documents:

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