


<p>VCS Funding Awarded Under Delegated Authority (Incorporating the Forward Plan Notice (FP1))</p>	 <p>v3.0 TOWER HAMLETS</p>
<p>Final Destination & Date: Grants Determination (Cabinet) Sub-Committee, 26 June 2024</p>	<p>Classification: Unrestricted</p>
<p>Form Approved by Corporate Director: Robin Beattie (Acting) Date approved: 23 May 2024</p>	
<p>Mayor's Community Grant Programme (MCGP) Performance Report – Nov 23 – Mar 24</p>	

<p><u>Description – or Summary of the Item: (this information will be made public)</u></p> <p>[Note for DL – please copy to 'Description' Field in online system]</p>	<p>The report provides an update on the Mayor's Community Grant Programme (MCGP) November 2023 – March 2027. The report covers the period November 23 – March 24 and is the first of regular performance updates to the Committee.</p>
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NOTES

- This form is to be completed when requesting a new item for CLT, MAB or any formal Council Committee (including Cabinet) – where relevant we will publish this information on the Council's Forthcoming Decisions List (Forward Plan). Use this form for:
 - Formal Decision Reports (including Key Decisions)
 - Noting reports to Committees
 - Briefing Notes to MAB and CLT.
 - Set out the path the item is expected to take e.g. through MAB, CLT, 121s and Cabinet etc.
- Complete
 - **PART ONE – All Items**
 - **PART TWO – Urgent Key Decisions**
 - **PART THREE – ALL Cabinet items**
 - **INCOMPLETE/INCORRECT FORMS WILL NOT BE PUBLISHED AND WILL BE RETURNED**
- Return this form to your Directorate Lead who will set the process running. Ask them if you have any questions.
- This form **MUST** be received at least **60 days'** before the formal decision date so that it can be successfully programmed for all the required meetings.
- For Cabinet decisions much of the information will be published on the website and/or in reports. Information entered into sections highlighted in blue will be published.
- Notes highlighted in green are for attention of Directorate Leads (DL) only.

SECTION 1 – AUDIT TRAIL AND TIMELINE

Proposed Decision Path (indicate) –

If you are unsure about the appropriate decision path please discuss with your directorate lead.

Tier		Step [Delete as applicable]	Date (or N/A)
1	DLT Level	DLT / CD	N/A
2	CLT Level	CLT / CE	N/A
3	Internal Member Level	MAB / 121	N/A
4	Decision and other formal meetings	Cabinet / IMD / CD / Cttee / Council [list all relevant]	Grants Determination Sub Committee 26 June 2024
5	Call-in and re-consideration	Latest implementation date if called in (see details below)	N/A
[Note for DL – please insert 2-5 above into ‘Selecting Report Author and Committee Dates’ section in online system as required]			

<p>Reason for this item and the proposed process</p> <p><i>This information is for internal use only</i></p> <p>[Note for DL – <u>not</u> to be entered into the online system]</p>	<p>When the MCGP was developed it was agreed that regular reporting would take place with performance updates on the programme.</p> <p>The first report covers 5 months, November 23 – March 24 with subsequent reports covering each quarter up to the programme end March 2027.</p>
<p>Key Decision?</p> <p>[Note for DL – please select as relevant in the ‘Key decision?’ field of the online system]</p>	No
<p>Key Decision Thresholds</p> <p><i>Delete any that do not apply</i></p> <p>[Note for DL – please select from the drop down options in the ‘Key decision?’ field of the online system]</p>	
<p>Call-in anticipated? (Tier 4 items only)</p> <p><i>For items going to Executive decision makers is it likely the decision may be called in?⁵</i></p> <p>[Note for DL – <u>not</u> to be entered into the online system]</p>	No

Officers involved in the report process:

Lead Directorate:	Chief Executive's
Lead Service:	Strategy, Improvement & Transformation
Other directorates or services that may be impacted	
Divisional Director / Manager / Lead:	Afazul Hoque, Head of Corporate Strategy & Communities
Contact officer(s): [Note for DL – please select each from 'Report Author' Field in online system. Include yourself and PAs of the key officers. If any not found, alert Dem Srvcs.]	Robert Mee, VCS Grants Lead
Cabinet Lead Member:	Cllr Saied Ahmed, Resources and the Cost of Living

THE REST OF THIS FORM IS FOR FORMAL EXECUTIVE (CABINET, KING GEORGE'S FIELD BOARD, GRANTS DETERMINATION SUB-COMMITTEE ONLY)

SECTION 2 – URGENCY (for urgent Key Decisions)

[Note for DL – this section not to be entered into the online system]

Is this decision to be taken under urgency procedures?	No
Urgency Decision Type:	
Reasons for Urgency:	
Reason for urgently changing to an Exempt Report:	
NOTES:	

SECTION 3 – DECISION NOTICE INFORMATION (for reports to Executive Decision makers⁵)

<p>Ward/s affected:</p>	<p>All Wards</p>
<p>Strategic Plan Priority / Outcome: <i>(delete any which do not apply OR choose a TH Plan theme from below)</i></p> <p>[Note for DL – please select all listed from ‘Corporate Priority’ Field in online system.]</p>	<p>1. Tackling the cost-of-living crisis</p> <p>3. Accelerating education</p> <p>4. Boosting culture, business, jobs and leisure</p> <p>6. Empowering communities and fighting crime</p> <p>7. Working towards a clean and green future</p>
<p>Tower Hamlets Plan Priority / Outcome: <i>(delete any which do not apply OR choose a Strategic Plan theme from above)</i></p> <p>[Note for DL – please select all listed from ‘Corporate Priority’ Field in online system.]</p>	<p>1. A better deal for children and young people: aspiration, education and skills</p> <p>2. Good jobs and employment</p> <p>3. Strong, resilient and safe communities</p> <p>4. Better health and wellbeing.</p>
<p>Will any part of the report or any of the appendices be exempt?¹:</p> <p>[Note for DL – if yes, select Exempt from the ‘Exempt Report’ Field in online system. If no, select ‘Open’]</p>	<p>No</p>
<p>Explanation for exemption¹:</p>	<p>Not applicable</p>
<p>Will this decision require an Equalities Assessment to be carried out alongside development of the report, proposals or options?⁴</p>	<p>No</p>
<p>What supporting documents or other information will be available to the decision maker?²</p>	<p>None</p>
<p>Are there any Background Papers that should be made public in relation to this matter?⁶</p> <p>[Note for DL – if yes, upload the papers using the facility in the ‘Background Papers’ Field in online system.]</p>	<p>None</p>

Will this decision require consultation? [Note for DL – this section for internal use. <u>Not</u> to be copied into the upload issue screen.]	No
Consultation process	Not applicable
Consultees	Not applicable

NOTES:

The Council is required by law to publish the Forward Plan Notice a minimum of 28 days prior to the date the decision will be made.

Items submitted for inclusion in the Council's Forward Plan must have been discussed and agreed with the appropriate Cabinet Member and must be submitted with the authority of the relevant 1st tier officer i.e. Chief Executive/Corporate Director/ Corporate Director of Governance.

All amendments to the information contained within the Forward Plan must have been discussed and agreed with the appropriate Cabinet Member and must be submitted with the authority of the relevant 1st tier officer i.e. Chief Executive/Corporate Director/ Corporate Director Governance and submitted to Democratic Services on the amendment section above.

¹ If you are not sure if anything will be exempt then put 'possibly' and state the relevant Paragraph of Section 12A of the 1972 Act [****see list below**]. If the report will be public then say so but be aware that failure to declare an exempt item at this stage will mean that the Chair of Overview and Scrutiny will need to agree to any later decision to take a report/part of report under Part II (exempt) conditions.

² Please note that all Background Papers must be submitted to Democratic Services with the report for publication on the Council's website.

³ All consultation must be approved by your Divisional Director and the Head of External Communications. Please complete the consultation approval Form found as part of the guidance. If you need help after you have reviewed the guidance, please contact your Directorate SPP Team or Communications Officer.

⁴ If you require further information about Equality Analysis please see the guidance on the intranet.

⁵ Executive decision makers currently comprise: The Mayor (either in Cabinet OR via an Individual Mayoral Decision), Grants Determination Sub Committee, King George's Field Charity Board, and Officers (via a published officer decision).

⁶ It is a Statutory Requirement to list any background documents which have been relied upon to a material extent in the preparation of the report. If there are no background documents you must state None. The following need not/must not be included: Published works, References to minutes numbers or previous reports, Documents which disclose exempt/confidential information, References to files (if you only meant one item in the file). This information will be made public and the background document must be supplied to Committee Services for publication alongside the Cabinet agenda.

****In summary, those paragraphs refer to the following types of exempt information (more information is available in the Constitution):**

1. Information relating to any individual
2. Information which is likely to reveal the identity of an individual
3. Information relating to the financial or business affairs of any particular person (including the authority handling the information)
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matters arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6. Information which reveals that the authority proposes:-
 - a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
 - b) to make an order or direction under any enactment.
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

**IF YOU REQUIRE ANY ASSISTANCE IN COMPLETING THIS FORM PLEASE CONTACT
JOEL WEST EXT 4207**

Equalities screening tool

Please use this tool to inform your answer to the question on equalities assessment at Section 3 of the FP1 form.

<p>Is there a potential that the policy, proposal or activity covered by this FP1 disproportionately adversely impacts (directly or indirectly) on any of the groups of people listed below?</p> <p>Please consider the impact on overall communities, residents, service users and council employees. If you have answered Yes to one or more of the groups of people listed above, a full Equality Impact Analysis is required.</p> <p>This should include people of different:</p>	Yes	No
<ul style="list-style-type: none"> ▪ Sex 	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> ▪ Age 	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> ▪ Race 	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> ▪ Religion or Philosophical belief 	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> ▪ Sexual Orientation 	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> ▪ Gender re-assignment status 	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> ▪ People who have a Disability (physical, learning difficulties, mental health and medical conditions) 	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> ▪ Marriage and Civil Partnerships status 	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> ▪ People who are Pregnant and on Maternity 	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>You should also consider:</p> <ul style="list-style-type: none"> ▪ Parents and Carers ▪ Socio-economic status ▪ People with different Gender Identities e.g. Gender fluid, Non-binary etc. ▪ Other 	<input type="checkbox"/>	<input checked="" type="checkbox"/>