


Grants Determination (Cabinet) Sub Committee Wednesday 6 th July 2022	 TOWER HAMLETS
Report of: Janet Fasan, Director of Legal and Monitoring Officer	Classification: Unrestricted
GRANTS DETERMINATION SUB-COMMITTEE TERMS OF REFERENCE, QUORUM, MEMBERSHIP AND DATES OF MEETINGS	

Lead Member	Mayor Lutfur Rahman
Originating Officer(s)	Zoe Folley, Democratic Services Officer, (Committees) Chief Executive's Office
Wards affected	All Wards
Key Decision?	No
Reason for Key Decision	This report has been determined as not meeting the key decision criteria.
Forward Plan Notice Published	N/A
Exempt information	N/A
Strategic Plan Priority / Outcome	All

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 2022/23 for the information of its Members.

Recommendations:

The Grants Determination (Cabinet) Sub Committee is recommended:

1. To note its Terms of Reference, Quorum, Membership and Dates of meetings for the Municipal Year 2022/23 as set out in Appendices 1, 2 and 3 to this report.
2. To agree the following proposed changes to the Terms of Reference:
 - That the Mayor will Chair the Grants Determination Sub - Committee
 - To amend Point 3 to clarify the delegation of functions arrangements in line with point 1.

1. REASONS FOR THE DECISIONS

- 1.1 It is customary that following the Annual General Meeting of the Council that the committees established note their Terms of Reference report.

2. ALTERNATIVE OPTIONS

- 2.1 Not applicable to this report.

3. DETAILS OF THE REPORT

- 3.1 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. It is customary that following the Annual General Meeting of the Council that the committees established:
- Note their Terms of Reference as set out at Appendix 1.
 - Note the Membership for the forthcoming Municipal Year. This is set out in Appendix 2 to the report.
 - Receive their calendar meetings for the remainder of the year which have been agreed by Full Council, as set out at Appendix 3 to the report.

4. GRANTS DETERMINATION SUB COMMITTEE

- 4.1 To ensure that grant making decisions are delivered in an open and fair manner, the Constitution (Part B, Rule 29, Executive Procedure Rules, Part A - Rule 6.2 'Delegations to the Executive'), has been revised to delegate grants decision-making powers to a cabinet sub committee in the form of the Grants Determination Sub-Committee. The terms of reference provided at Appendix 1 to this report sets out the function of this Sub Committee.

5. Clarifications to the Sub – Committee's Terms of Reference

- 5.1 Point 1 has previously been amended to clarify that various grant processes have been specifically delegated to officers. It is proposed that point 3 regarding the delegation of functions is also amended to reflect this.

6. EQUALITIES IMPLICATIONS

- 6.1 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.

7. OTHER STATUTORY IMPLICATIONS

- 7.1 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.
- Data Protection / Privacy Impact Assessment.

There are no specific statutory implications arising from this report.

8. COMMENTS OF THE CHIEF FINANCE OFFICER

- 8.1 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.

9. COMMENTS OF LEGAL SERVICES

- 9.1 The matters for the Sub-Committee to note are in line with the resolutions made by Full Council on 25th May 2022 and the Mayor's Executive Scheme of Delegation.

Linked Reports, Appendices and Background Documents

Linked Report

- NONE

Appendices

Appendix 1 – Grants Determination Sub – Committee Terms of Reference and Quorum

Appendix 2 – Grants Determination Sub – Committee, Membership 2022/2023

Appendix 3 – Grants Determination Sub – Committee Meeting Dates 2022/2023

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

- NONE

Officer contact details for documents:

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