

Cabinet Sub-Committee (Grants) Terms of Reference

September 2023

Purpose

- S106 – Cabinet Sub Committee will allocate S106 funding for community facilities and off-site recreation.
- Grant schemes – Cabinet Sub Committee will determine applications in respect of grant schemes the council provides.

Membership

Three Cabinet Members, of which quorate will be two Cabinet Members.

Scope

To provide effective governance of S106 monies held by the Council, including the role of Ward Members for their local knowledge.

Determine S106 applications of £25,000 and above.

To determine applications for grant support within the defined criteria as set out for the grant scheme.

Governance

Cabinet sub-committee is held a minimum of twice a year but not limited to if applications require approval.

Manage risk to the Council by ensuring decisions on allocations are informed by the latest legislation and policy.

Given the Council's constitutional restrictions on the Council, Cabinet cannot appoint voting non-executive members to an executive Committee. However, all members are entitled to access reports to, and attend, Cabinet Committees.

Local Ward Members consultation on S106 applications within their Ward so that local intelligence can be fed into the decision-making process. The steps in this process are:

Stage	Week
Application received, evaluated by officers and sent to Ward Members for comment	1,2,3
Report and recommendation for Cabinet Sub-Committee drafted	4
Report circulated to Cabinet Sub-Committee	5
Cabinet Sub-Committee considers report and makes decision	6
Call in period	7

Applicants notified of decision and receive Terms and Conditions letters	8
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For grant applications under £25,000 Cabinet Sub Committee will be notified of officers decisions via email and given five working days to request a 'call-in' of an officer decision to Cabinet Sub Committee. Any Councillor on the Cabinet Sub Committee can request a 'call-in' but at least two Cabinet Members would need to support a 'call-in' request.

All decision will be published on the Council's website.

There is no right of appeal for unsuccessful applicants.