



CABINET – 7TH SEPTEMBER 2016

**SUBJECT: AUTHORISATION OF OFFICERS – COMMUNITY/PARTNERSHIP
 GRANT SCHEMES**

REPORT BY: CORPORATE DIRECTOR, SOCIAL SERVICES

1. PURPOSE OF REPORT

- 1.1 To seek Cabinet approval to authorise officers in relation to the operation of community/partnership grant schemes within the Public Protection Division
- 1.2 To seek Cabinet endorsement of a subsequent change to the Council's Constitution prior to presentation to Council for approval for the Council's Interim Head of Legal Services and Monitoring Officer to incorporate the changes, if approved.

2. LINKS TO STRATEGY

- 2.1 The Council's Constitution promotes and supports the ethical standards of the Council and elected Members and ensures that the Council operates efficiently and with transparency in relation to its decision making.

3. SUMMARY

- 3.1 This report outlines proposed changes to the Council's Constitution following organisational changes whereby the Head of Public Protection is now responsible for the Corporate Policy function including the administration of the following grant funding schemes:

- Technical Assistance Fund
- Greener Caerphilly Small Grants Fund.

4. THE REPORT

Background

- 4.1 The Council's Constitution sets out how the Council operates, how decisions are made and the procedures, which are followed to ensure that these are efficient, transparent and accountable to local people.
- 4.2 The Constitution is a "living document" in that it is continuously being updated and revised to reflect new legislation, improvement in procedures and changes to working practices. As a result of recent organisational changes the Corporate Policy function is now within the Public Protection Division. The Corporate Policy team administer the following 2 grant schemes:

- 1) Technical Assistance Fund – this fund has been established to help voluntary organisations and community groups in the borough meet the costs of pre-application professional fees, technical or legal, for capital projects.
- 2) Greener Caerphilly Small Grants Fund – Up to £10,000 is available for partnership projects. Funding is dependent on partner match funding on a £1 for £1 basis. Projects must demonstrate collaborative working with other partner organisations and deliver tangible environmental improvement and benefits to the community.

4.3 For the Technical Assistance Fund a Panel chaired by the Cabinet Member for Regeneration, Planning and Sustainable Development considers applications and makes recommendations to the relevant Head of Service which, following organisational changes, is now the Head of Public Protection. In the case of the Greener Caerphilly Small Grants Fund, the Greener Caerphilly Partnership considers applications and makes the recommendations.

4.4 As a result of organisational changes the Corporate Policy function now sits with the Head of Public Protection. This report seeks Members' approval to amend the Council's Constitution following organisational changes at Part 3, Section 4, headed 'Responsibility for Executive Functions, paragraph (f) to add the delegation for the approval or refusal of applications for funding under the Technical Assistance Fund and Greener Caerphilly Small Grants Fund and add the Corporate policy function to the list of functions.

The proposed amendment will read as follows:

<u>FUNCTION</u>	<u>RESPONSIBLE</u>	<u>DELEGATION</u>
(f) Corporate Policy To approve or refuse applications for funding under the following: Technical Assistance Fund Greener Caerphilly Small Grants Fund	The Cabinet	The Cabinet, or the Chief Executive or any Director or the Head of Public Protection.

5. EQUALITIES IMPLICATIONS

5.1 The Council's Constitution takes account of all equality related issues.

6. FINANCIAL IMPLICATIONS

6.1 None arising from the Report.

7. PERSONNEL IMPLICATIONS

7.1 None arising from the Report.

8. CONSULTATIONS

8.1 This report has been sent to the Consultees listed below and all comments received are reflected in this report.

9. RECOMMENDATIONS

9.1 It is recommended:-

- (i) That Cabinet approve the authorisation of any Director or the Head of Public Protection to approve or refuse applications under the grant schemes detailed in paragraph 4.2 above.
- (ii) That Cabinet recommend to Council approval of the proposed changes to the Council's Constitution set out in paragraph 4.4 of the Report and that the Council's Monitoring Officer be given delegated authority to make the necessary amendments to the Council's Constitution.

10. REASONS FOR THE RECOMMENDATIONS

- 10.1 To enable the effective operation of the grant schemes.
- 10.2 To ensure that the Council's Constitution is updated to reflect current arrangements.

11. STATUTORY POWER

- 11.1 Local Government Act 1972 and 2000.

Author: Rob Hartshorn, Head of Public Protection
Consultees: Councillor Ken James, Cabinet Member for Regeneration and Planning
Dave Street, Corporate Director
Gail Williams, Interim Monitoring Officer
Kath Peters, Corporate Policy Manager
Paul Cooke, Senior Policy Officer
Vicki Doyle, Policy Officer

Background Papers:
Council's Constitution (not attached) (see Council's website) (hard copy in Members Library)