

	<p align="center">(1) Audit and Standards Advisory Committee</p> <p align="center">(2) Audit and Standards Committee</p> <p align="center">7 December 2021</p>
	<p>Report from the Director of Legal, HR, Audit & Investigations</p>
<p>Update on Financial and Procedural Rules Governing the Mayor's Charity Appeal</p>	

Wards Affected:	All
Key or Non-Key Decision:	Not applicable
Open or Part/Fully Exempt: <small>(If exempt, please highlight relevant paragraph of Part 1, Schedule 12A of 1972 Local Government Act)</small>	Open
No. of Appendices:	One: A: Financial and Procedural Rules Governing the Mayor's Charity Appeal
Background Papers:	None
Contact Officer(s): <small>(Name, Title, Contact Details)</small>	(1) Debra Norman, Director of Legal, HR, Audit & Investigations (ext. 1578) (2) Bianca Robinson, Senior Constitutional & Governance Lawyer (ext. 1544)

1.0 Purpose of the Report

- 1.1 The purpose of this report is to update the Audit and Standards Advisory Committee on a recent review of the financial and procedural rules for governing the Mayor's Charity Appeal.

2.0 Recommendations

- 2.1 That the Audit and Standards Advisory Committee, note the contents of the report and the financial and procedural management of the Mayor's Charity Appeal as set out in Appendix One of this report.

- 2.2 That the Audit and Standards Committee consider the contents of the report and approve the proposed changes to the Financial and Procedural Rules governing the Mayor's Charity Appeal.

3.0 Detail

- 3.1 The Mayor in their capacity as First Citizen is expected to:
- a) act as the representative of the area;
 - b) participate in and help initiate activities that enhance the economic, social, cultural and environmental well-being of the borough; and
 - c) act as an advocate of the local community.

It is in this capacity, that each new Mayor chooses one or more charities which they intend to support through donations/fund raising events during the Mayoral year.

- 3.2 The Financial and Procedural Rules (the Rules) governing the Mayor's Charity Appeal were last put before the Standards Committee in March 2019. At that time the Rules were updated to ensure transparency and reflect financial regulations.
- 3.3 To ensure the Rules remain transparent and accurate, a periodic review is undertaken. Following this review, it is proposed to make a few minor modifications reflecting the organisational changes of officers involved in the day to day management and approval process of the Mayor's Charity Appeal. Attached to this report is Appendix A are the Financial and Procedural Rules Governing the Mayor's Charity Appeal with proposed changes marked in red.
- 3.4. Changes to the Financial and Procedural Rules Governing the Mayor's Charity Appeal requires formal approval of the Audit and Standards Committee and this committee is asked to recommend the changes in Appendix 1 to that committee.

4.0 Financial Implications

- 4.1 There are no financial implications arising out of this report. The funds collected by the Mayor's Office on behalf of the charities are governed by trustee and charity law.

5.0 Legal Implications

- 5.1 The civic role of the Mayor is governed by s3 the Local Government Act 1972. However, when the Mayor nominates and then supports one or more charities by raising proceeds which are then donated to a charity, or charities, of their choice, the Council is exercising its wellbeing powers pursuant to s2 Local Government Act 2000.

6.0 Equality Implications

- 6.1 The Council must, in the exercise of its functions, have due regard to the need to:
- (a) eliminate discrimination, harassment and victimisation;
 - (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; and
 - (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it, s149 Equality Act 2010.
- 6.2 The s149 Public Sector Equality Duty (outlined above) in the Equality Act 2010 covers the following nine protected characteristics: age, disability, marriage and civil partnership¹, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
- 6.3 “Due regard” is the regard that is appropriate in all the circumstances. The weight to be attached to the effect is a matter for the council. As long as the council is properly aware of the effects and has taken them into account, the duty is discharged.
- 6.4 There are no equality implications arising out of this report.

7.0 Consultation with Ward Members and Stakeholders

- 7.1 Not applicable.

8.0 Human Resources/Property Implications (if appropriate)

- 8.1 Not applicable.

Report sign off:

Director of Legal, HR, Audit & investigations

¹ 6.1(b) &(c) above does not apply to this protected characteristic..