



**EXECUTIVE DECISION RECORD
Cabinet Member**

REF No: 073.23

A1 Service Area	Civic – Mayoralty
A2 Title	To approve expenditure for the Windrush Generation ‘Freeman of the Borough’ Ceremony taking place on 2nd October 2023 at an Extraordinary Council Meeting.
A3 Decision Taken By	Leader, Mick Fitzpatrick
A4 Chief Officer	Please print name: John Teasdale Please sign name: Approval by email 27/09/23
A5 Leader	Please print name: Mick Fitzpatrick Please sign name: Approval by email 27/09/23
A6 Date of Decision	27 th September 2023

Confidentiality

A7 Is this Decision confidential by containing exempt information as described in Schedule 12A of the Local Government Act 1972?	No
A7.1 If yes, please state relevant paragraph from Schedule 12A LGA 1972.	N/A

Conflict of Interest

Are there any conflicts of interest to declare? No.



(If “Yes” please contact the Chief Executive before making the Decision. A note of dispensation should be attached).

Scrutiny

A8 Which Scrutiny Committee should this decision be submitted to? *(Please tick as appropriate)*

Scrutiny (Value for Money Council) Committee X

Scrutiny (Regeneration Development and Market Hall) Committee

Scrutiny (Health and Wellbeing) Committee

Scrutiny (Climate Change and Environment) Committee

B5 What are the financial implications?	<p>The main financial issues arising from this decision are as follows:</p> <p>The estimated cost of the event is £10,800</p> <p>It is proposed that in accordance with B6.6 of financial regulations, this be met from the wider forecast under spend reported at Quarter 1 within Legal and Asset Management, including additional rental income.</p>
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Revenue	2023/24	2024/25	2025/26
Windrush Event Expenditure (estimated)	10,800	-	-

<p>The finance section has been approved by the following member of the Financial Management Unit:</p>	<p>Please print name: Lisa Turner</p> <p>Please sign name: Approval by email 26/09/23</p>
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Policy Framework

B6 Is the Decision wholly in accordance with the Council's policy framework?	Yes
B6.1 If No, does it fall within the urgency provisions (Part 3 of the Constitution)?	N/A
B6.2 Has it got the appropriate approvals under those provisions?	Yes
B7 Is the Decision wholly in accordance with the Council's budget?	Yes
B7.1 If No, does it fall within the urgency provisions (Part 3 of the Constitution)?	No
B7.2 Has it got the appropriate approvals under those provisions?	N/A

Equalities Implications

B8 What are the Equalities implications:
B8.1 Positive (Opportunities/Benefits):
B8.2 Negative (Threats):

B8 What are the Equalities implications:

B8.3 The subject of this decision is not a policy, strategy, function or service that is new or being revised. An equality impact assessment is not required.

Risk Assessment

B9 What are the Risk Assessment implications:

B9.1 Positive (Opportunities/Benefits): N/A

B9.2 Negative (Threats): N/A

B9.3 The risks do not need to be entered in the Risk Register. Any financial implications to mitigate against these risks are considered above.

Legal Considerations

B10 What are the Legal Considerations:

B10.1 There are no significant legal issues arising from this decision.

This section has been approved by the following member of the Legal Team

Please print name: John Teasdale

Please sign name: Approval by email 27/09/23

Sustainability Implications

B11 What are the Sustainability implications:

B11.1 The proposal would not result in an overall positive or negative effect in terms of sustainability (including climate change and change adaptation measures).

Health & Safety Implications

B12 What are the Health & Safety implications:

B12.1 A Risk Assessment has not been carried out or entered into Safety Media for all significant hazards and risks because there are no significant hazards or risks arising from this decision.

Key Decision

B13 Is this a Key Decision? No.

Note: A Key Executive Decision is one where:

- 1. REVENUE – Any contract or proposal with an annual payment or saving of more than £100,000**
- 2. CAPITAL – Any capital project with a value in excess of £150,000**
- 3. A decision which significantly affects communities living or working in an area comprising two or more wards.**

B13.1 If this is a Key Decision, is this an urgent decision such that a delay caused by use of the Call-in Procedure would <u>seriously</u> prejudice the public interest?	N/A
B13.2 If yes, has the Mayor or in his/her absence the Deputy Mayor or in his/her absence the Chair of the relevant Scrutiny Committee agreed that the decision will be exempt from Call-in?	N/A

NOTE: If this decision is subject to the Call-in Procedure it will come into force, and may then be implemented, on the expiry of 3 working days after publication – unless 10 Members of the Council call in the decision.

Please send the original signed document to andrea.davies@eaststaffsbc.gov.uk