

Delegated Decision Making Form

REF NO

0861 (wc)

Decision Type

| | | | | | |
|--|------------------|---|-----------------|--|---------|
| | Portfolio Holder | ✓ | Ward Councillor | | Officer |
|--|------------------|---|-----------------|--|---------|

Department

Neighbourhood Services - Communities

Subject

The Jason Spencer Trust – day trips

Decision

| | |
|---|---|
| This is not a key decision because it does not result in the Council incurring expenditure or making income or savings of more than £1 million revenue or capital, taking into account the overall impact of the decision, and does not significantly affect communities in 2 or more wards | Subject to call-in: No |
| | Total value of decision: £960.00 (from Cllrs Dewinton, Healy and Molife) |
| | Revenue or Capital: Revenue |

Decision taken
To provide funding to the Jason Spencer Trust in support of day trips for families recovering from losing a loved one to manslaughter or murder.

Options Considered

(with reasons for rejecting options not favoured)

Do nothing. Not considered, as direct request from Councillors

Reasons for Decision(s)

Request directly by Councillors

Affected Wards

Mapperley Ward

Advice Sought

(Any advice sought and considered by the decision maker **must** be attached to this form, with the **name of the person that provided the advice and the date that it was provided**)(If this is a Ward Councillor Decision advice **must** be sought from the Single Gateway Unit)

| | Yes | No |
|-------------------------------------|--------------------------|--------------------------|
| Legal | <input type="checkbox"/> | ✓ |
| Finance | <input type="checkbox"/> | ✓ |
| Human Resources | <input type="checkbox"/> | ✓ |
| Equality & Community Relations Team | <input type="checkbox"/> | ✓ |
| Single Gateway Unit | ✓ | <input type="checkbox"/> |
| Other (please specify) | <input type="checkbox"/> | ✓ |

Consultations

PLEASE READ – It is **crucial** for this section to be correct if the decision is to be valid. You need to be sure that you have undertaken the level of consultation applicable to the type of delegated decision which is being taken and recorded on this form.

In summary these are:

- Portfolio Holder Decision – You **MUST** consult all relevant consultees from the table below, including the Portfolio Holder and Corporate Director taking the decision, and any other Portfolio Holder and Corporate Director whose remit of responsibility may be affected by the decision being taken.
- Ward Councillor Decision – You **MUST** consult Councillors in the ward, relevant Area Manager and Director of Neighbourhoods and Communities.
- Officer decision – You **MUST** consult Portfolio Holder and Minority Group spokesperson(s).

Reasons for not consulting an individual or body **MUST** be given i.e. because they are not directly affected by the proposals

Details of Consultations undertaken

| | Yes | No | Name and Date |
|--|-------------------------------------|-------------------------------------|--------------------------|
| Portfolio Holder | <input type="checkbox"/> | <input checked="" type="checkbox"/> | _____ |
| Ward Councillors | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 1 st May 2013 |
| Area Committee | <input type="checkbox"/> | <input checked="" type="checkbox"/> | _____ |
| Other Council Bodies | <input type="checkbox"/> | <input checked="" type="checkbox"/> | _____ |
| Corp. Directors Affected | <input type="checkbox"/> | <input checked="" type="checkbox"/> | _____ |
| Trades Unions | <input type="checkbox"/> | <input checked="" type="checkbox"/> | _____ |
| Minority Group | <input type="checkbox"/> | <input checked="" type="checkbox"/> | _____ |
| Others (Specify) | <input type="checkbox"/> | <input checked="" type="checkbox"/> | _____ |
| <u>Reasons for not consulting</u> | | | |
| <i>Those not consulted are not affected by this decision.</i> | | | |
| <i>Funding will support this organisation to take families out for the day as part of rebuilding their lives and integrating back into the community after losing a family member due to murder or manslaughter.</i> | | | |

Background to the decision

(either add in the detail of the decision in the space provided or attach as a separate sheet)

Declared colleague/ Councillor Interests

None.

Dispensation by Standards Committee

| | |
|-----------|-----------------------------|
| Date: N/A | Dispensation Reference: N/A |
|-----------|-----------------------------|

Due Regard for Equality

(NOTE – equality impact **MUST** be assessed for:

- decisions relating to new or changing policies, services or functions;
- financial decisions which will have an effect on services;
- decisions on implementation of policies developed outside the Council

EIA guidance is available on the intranet

Background Papers
(including published documents)

| |
|--|
| Has the equality impact of the decision been assessed? No (EIA not required) <input checked="" type="checkbox"/> Yes (EIA attached) <input type="checkbox"/> |
|--|

| |
|------|
| None |
|------|

Exempt/Confidential report

(if 'yes', include the exempt or confidential material in an appendix and in this space explain the reason(s) why it is not in the public domain). See guidance on the intranet or ask for advice if in doubt

| |
|---|
| YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> |
|---|

Contact Person

| | |
|--|--------------------------|
| Fi Cusick Neighbourhood Development Officer | Contact No. 07535 697938 |
|--|--------------------------|

For Officer delegated decisions only please provide the reference number from the Scheme of Delegation under which the decision is being taken.

Scheme of Delegation Reference Number

| |
|------|
| N/A. |
|------|


AUTHORISED SIGNATORIES

PLEASE READ – It is crucial for this section to be correct if the decision is to be valid. You need to be sure which Councillor and Corporate Directors/Directors or other authorised colleagues have authority to take the decision you require to be made.

In summary these are:

- Portfolio Holder Decision – The signature of the relevant Portfolio Holder and Corporate Director is required.
- Ward Councillor Decision – The signature of either the Director of Neighbourhoods and Communities or Corporate Director of Communities.
- Officer decision – The signature of the relevant Corporate Director or authorised colleague is required.

The completed and signed form must be sent to Constitutional Services within 2 working days of the last signature(s).

| | | |
|---|---|------------------------|
| Corporate Director or authorised colleague (Print name) Signature |  | Date: 07.06.13 |
| Portfolio Holder (Print name) Signature | | Date: |
| Date Published: 01/07/2013 | | Last Date for Call-in: |

Attach any additional background information to this form.

Advice sought **MUST** be attached to this form, along with the Equality Impact Assessment (where appropriate).