

Delegated Decision Making Form

REF NO
PHWC/O

Decision Type

	Portfolio Holder	x	Ward Councillor		Officer
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Department

Communities

Subject

Financial Assistance For Lenton Abbey Fun Day

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: £ 1,000
	Revenue

Decision taken
Financial Assistance to provide publicity, additional activities and workshop costs for the Lenton Abbey Fun Day a community celebration in Lenton Abbey on Saturday 6th July 2013

Options Considered
(with reasons for rejecting options not favoured)

Not to contribute towards the community celebration was rejected because this contribution would add value to this community event. By encouraging involvement of all of the wider Lenton Abbey communities through the production of flyers to be delivered door to door to all Lenton Abbey households ad posters to be displayed locally and in the surrounding areas. Additionally to provide activities for young people and children. Not providing the publicity flyers and additional activities could affect the engagement of local children, young people and families and therefore reduce the impact of the Fun Day and opportunity for enhancing community cohesion, recruiting new volunteers, community consultation and involvement of residents in new and existing projects

Reasons for Decision(s)

Councillors have seen the benefits to community cohesion from other local community celebrations and Lenton Abbey Fun Day Celebrations in previous years. Need to reach new residents and new and emerging communities in Lenton Abbey. Need to engage with young people and children on an ongoing basis with different activities which reflect changing multicultural needs and a variety of interests

Affected Wards

Wollaton East and Lenton Abbey

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"/>	<input type="checkbox"/> x
Finance	<input type="checkbox"/>	<input type="checkbox"/> x
Human Resources	<input type="checkbox"/>	<input type="checkbox"/> x
Equality & Community Relations Team	<input type="checkbox"/>	<input type="checkbox"/> x
Single Gateway Unit	<input type="checkbox"/>	<input type="checkbox"/> x
Other (please specify)	<input type="checkbox"/>	<input type="checkbox"/> x

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 type="checkbox"/> x	_____
Ward Councillors	<input type="checkbox"/> x	<input type="checkbox"/>	Longford, Webster 30/4/13
Area Committee	<input type="checkbox"/>	<input type="checkbox"/> x	_____
Other Council Bodies	<input type="checkbox"/>	<input type="checkbox"/> x	_____
Corp. Directors Affected	<input type="checkbox"/>	<input type="checkbox"/> x	_____
Trades Unions	<input type="checkbox"/>	<input type="checkbox"/> x	_____
Minority Group	<input type="checkbox"/>	<input type="checkbox"/> x	_____
Others (Specify)	<input type="checkbox"/> x	<input type="checkbox"/>	Locality Manager 8/5/13
Reasons for not consulting			
<i>Those not consulted are not directly affected by this decision</i>			

Background to the decision

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

Provide for the cost of up to £1,000 for:
Publicity flyers and poster £110
Workshop activities for young people £300
Belly dancing £100
Climbing wall £250
Bouncy castle £150
Craft stall £25
Face and nail painting £75

Councillors have agreed a £500 each split from their Councillor Ward Allocations

Declared colleague/ Councillor Interests

None

Dispensation by Standards Committee

Date: _____ Dispensation Reference: _____

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)

An EIA is not required on this occasion as there is no change proposed to City Council Policies, services or functions.

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 NO x

Contact Person

Pauline Dorey-Neighbourhood Development Officer Contact No. 07960420474

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


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)	JOHN MARSH	Date:	8.5.13
Signature			
Portfolio Holder (Print name)		Date:	
Signature			
Date Published:		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).