



## Agenda Item 1

### CABINET MEMBERS DELEGATED DECISION

<b>Open</b>		Would any decisions proposed :		
<b>Any especially affected Wards</b>	Mandatory/	Be entirely within Cabinet's powers to decide	YES/NO	
	Discretionary /	Need to be recommendations to Council	YES/NO	
	Operational	Is it a Key Decision	YES/NO	
Lead Member: E-mail: <a href="mailto:cllr.elizabeth.nockolds@west-norfolk.gov.uk">cllr.elizabeth.nockolds@west-norfolk.gov.uk</a>		Other Cabinet Members consulted: None		
		Other Members consulted: None		
Lead Officer: Lorraine Gore E-mail: <a href="mailto:Lorraine.gore@west-norfolk.gov.uk">Lorraine.gore@west-norfolk.gov.uk</a> Direct Dial (01553 616432)		Other Officers consulted: Sarah Dennis		
Financial Implications YES/NO	Policy/Personnel Implications YES/NO	Statutory Implications YES/NO	Equal Impact Assessment YES/NO If YES: Pre-screening/ Full Assessment	Risk Management Implications YES/NO
Date meeting advertised: 5 May 2016		Date of meeting decision to be taken: 12 May 2016		
Deadline for Call-In: 19 May 2016				

### Financial Assistance Small Grants Scheme

#### Summary

This report details a decision made in relation to an application for a revenue grant for the Queen's 90<sup>th</sup> birthday celebrations from the revenue 'theme' budget for 2016/17.

#### Recommendation

To approve the decision set out below.

#### Reason for Decision

Determination of applications under the Financial Assistance Fund.

The original deadline for receipt of applications for funding from the Queen's Birthday Fund was set at 26<sup>th</sup> February. All applications were considered at a meeting of the Panel on 12<sup>th</sup> April. This application was received after the deadline but a decision was made to consider the application as there are sufficient funds in the budget. This budget falls within the Culture, Heritage and Health Portfolio. This report details the recommendation made via electronic means by the Portfolio Holder and relevant Council officers.

The recommendation featured in this report is subject to the 'call in' procedure. When the grant decision becomes official the applicant will be notified in writing by the Norfolk Community Foundation on behalf of the Borough Council. All terms and conditions of the grant will be stated in the official offer letter.

#### Revenue application:

#### Queen's Birthday Celebration Fund – from 2016/17 funds

<b>Organisation applying</b>	<b>Summary of request</b>	<b>Decision</b>
Brancaster Parish Council	Purchase of medals to commemorate the Queen's 90 <sup>th</sup> Birthday, including presentation to the children attending Brancaster primary school as well as all children in the parish under 16 years of age.	£100.00
<b>TOTAL AWARDED</b>		<b>£100.00</b>

### **Policy Implications**

None.

### **Financial Implications**

The Financial Assistance budget provision for 2016/17 is as follows:

	<b>£</b>
Revenue	<b>14,200</b>
Revenue – 'theme' Queen's 90 <sup>th</sup> birthday (including grant returned from 2014/15 theme)	<b>4,248</b>
Capital	<b>50,000</b>

The Queen's 90<sup>th</sup> birthday celebration awards were allocated from the 'theme' fund for 2016/17 of £4,000.

There are sufficient funds remaining in this budget to cover this application:

	<b>£</b>
Financial Assistance Revenue 'Theme' Budget 2016/17	<b>4,000</b>
Grant returned from 2014/15 'theme' budget	<b>248</b>
<b>Commitments</b>	
Report from April 2016	<b>3,450</b>
This report	<b>100</b>
<b>Balance of Funds Available 2016/17</b> To be held pending any further applications the Panel may consider	<b>£698</b>

There is sufficient budget provision to cover the recommendation in this report.

**Notes**

1) Panel meeting dates and deadlines for applications from the Financial Assistance Fund are as follows:

<b>Round</b>	<b>Application Deadline</b>	<b>Panel Meeting</b>
<b>1</b>	<b>Friday 16<sup>th</sup> September 2016</b>	<b>Thursday 13<sup>th</sup> October 2016</b>
<b>2</b>	<b>Friday 27<sup>th</sup> January 2017</b>	<b>Thursday 2<sup>nd</sup> March 2017</b>

**Personnel Implications**

None.

**Statutory Considerations**

None.

**Equality Impact Assessment (EIA)**

None.

**Risk Management Implications**

None.

**Declarations of Interest / Dispensations Granted**

None.

**Background Papers**


Original application form.

Signed:.....

Cabinet Member for:.....

Date:.....

Please Note: If there are any positive or negative impacts identified in question 1, or

<p>Borough Council of <b>King's Lynn &amp; West Norfolk</b></p> 		
<b>Pre-Screening Equality Impact Assessment</b>		
Name of policy/service/function		
Is this a new or existing policy/ service/function?	New / Existing (delete as appropriate)	
Brief summary/description of the main aims of the policy/service/function being screened.  Please state if this policy/service rigidly constrained by statutory obligations		
<b>Question</b>	<b>Answer</b>	
<p><b>1. Is there any reason to believe that the policy/service/function could have a specific impact on people from one or more of the following groups <b>according to their different protected characteristic</b>, for example, because they have particular needs, experiences, issues or priorities or in terms of ability to access the service?</b></p> <p>Please tick the relevant box for each group.</p> <p>NB. Equality neutral means no negative impact on any group.</p>		
	Positive	
	Negative	
	Neutral	
	Unsure	
	Age	
	Disability	
	Gender	
	Gender Re-assignment	
	Marriage/civil partnership	
	Pregnancy & maternity	
Race		
Religion or belief		
Sexual orientation		
Other (eg low income)		
<b>Question</b>	<b>Answer</b> <b>Comments</b>	
<b>2. Is the proposed policy/service likely to affect relations between certain equality communities or to damage relations between the equality communities and the Council, for example because it is seen as favouring a particular community or denying opportunities to another?</b>	Yes / No	
<b>3. Could this policy/service be perceived as impacting on communities differently?</b>	Yes / No	
<b>4. Is the policy/service specifically designed to tackle evidence of disadvantage or potential discrimination?</b>	Yes / No	
<p><b>5. Are any impacts identified above minor and if so, can these be eliminated or reduced by minor actions?</b> If yes, please agree actions with a member of the Corporate Equalities Working Group and list agreed actions in the comments section</p>	Yes / No	<b>Actions:</b>
		<b>Actions agreed by EWG member:</b> .....
<b>Assessment completed by:</b> <b>Name</b>		
<b>Job title</b>	<b>Date</b>	

there any 'yes' responses to questions 2 – 4 a full impact assessment will be required.