

1. **Establishing a Charitable Incorporated Organisation for the Guildhall and Creative Hub** (Pages 2 - 4)

## **BOROUGH COUNCIL OF KING'S LYNN AND WEST NORFOLK**

### **RECORD OF DECISION TAKEN BY OFFICERS UNDER DELEGATED POWERS**

This is a record of a decision taken by an officers under delegated powers and where necessary taken in consultation with members and officers.

Establishing a Charitable Incorporated Organisation for the Guildhall and Creative Hub:  
Selection of 3 founding members

#### **Delegated Power**

##### **CAB 130 – Guildhall and Creative Hub Options including Governance**

Authority to commence the process of forming a new Charitable Incorporated Organisation (CIO) – specifically to select three founding trustees prior to an application being made to the Charities Commission – as set out in the cabinet report to the meeting of 11<sup>th</sup> April 2022, 2.00pm

Authority delegated to the Monitoring Officer and Chief Executive in consultation with the Portfolio Holder for Business, Culture and Heritage and the newly formed task group.

#### **Decision Taken**

At a meeting of the Guildhall and Creative Hub Task Group Task Group on the 22<sup>nd</sup> of June 2022, the process for establishing the CIO was outlined and a discussion took place between the Task Group Members, the Portfolio Holder for Business, Culture and Heritage and attending officers regarding the requirement for there to be three founding Members of the CIO and who these could be. The names of Robert G W Anderson and Peter Wilson CBE were discussed by members of the Task Group. Those individuals were subsequently contacted and they confirmed that they were willing to act. Lead Officer Duncan Hall confirmed to the Task Group that Nick Dodds, who is the Managing Director of the company working on behalf of the Council on the Guildhall Project, had offered to put himself forward for this founding role.

The decision is therefore to select the following as founding Trustees:

- Robert G W Anderson
- Peter Wilson CBE (acting in a personal capacity)
- Nick Dodds of FEI (Managing Director of the company working on behalf of the Council on the Guildhall Project)

#### **Reasons for the Decision**

In order to make an application to establish a CIO there must be three identified founding members. The three selected have between them experience in developing cultural venues; creating new theatre spaces; and launching new creative enterprises - and are therefore suitably experienced in respect of the process of establishing a new CIO.

#### **Options considered**

As set out in section 5 of the cabinet report of 11 April 2022.

[https://mgserver.west-norfolk.gov.uk/modgov/documents/s53585/St Georges Guildhall Creative Hub Cabinet Report 15.03.22 24032022 Cabinet Sifting Papers 300.pdf](https://mgserver.west-norfolk.gov.uk/modgov/documents/s53585/St%20Georges%20Guildhall%20Creative%20Hub%20Cabinet%20Report%2015.03.22%2024032022%20Cabinet%20Sifting%20Papers%20300.pdf)

**Any declarations of interest and details of any dispensations granted in respect of interests.**

None

**List of Background papers**

Cabinet report as above and associated papers

**Authorisation**

Post Held Chief Executive – Lorraine Gore

Signature 

Date **10.08.2022**

Post Held Monitoring Officer – Alexa Baker

Signature 

Date **10.08.2022**

**Consultation with members/officers**

**If the decision is taken following consultation with the members/officers, please give details:**

1. Guildhall and Creative Hub Task Group on 22<sup>nd</sup> June 2022
2. Cllr Graham Middleton

**Signed by Member as consulted:** 

Date **10.08.2022**

# Pre-Screening Equality Impact Assessment

Borough Council of  
**King's Lynn &  
West Norfolk**



|  |               |   |          |          |         |        |
|--|---------------|---|----------|----------|---------|--------|
| Name of policy/service/function  |               | Towns Fund project – Guildhall Complex and Creative Hub   |          |          |         |        |
| Is this a new or existing policy/ service/function?  |               | New   |          |          |         |        |
| Brief summary/description of the main aims of the policy/service/function being screened.<br><br>Please state if this policy/service rigidly constrained by statutory obligations  |               | The decision is in relation to the formation of a new Charitable Incorporated Organisation that will be responsible for running the Guildhall complex and Creative Hub. |          |          |         |        |
| <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 according to their different protected characteristic, 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 (e.g., 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>  | No            |   |          |          |         |        |
| <b>3. Could this policy/service be perceived as impacting on communities differently?</b>  | No            |   |          |          |         |        |
| <b>4. Is the policy/service specifically designed to tackle evidence of disadvantage or potential discrimination?</b>  | No            |   |          |          |         |        |
| <b>5. Are any impacts identified above minor and if so, can these be eliminated or reduced by minor actions?</b><br>If yes, please agree actions with a member of the Corporate Equalities Working Group and list agreed actions in the comments section   | No            | <b>Actions:</b>   |          |          |         |        |
|  |               | <b>Actions agreed by EWG member:</b><br>Name .....  |          |          |         |        |
| <b>Assessment completed by:</b><br>Name Duncan Hall  |               |   |          |          |         |        |
| <b>Job title</b><br>Assistant Director Regeneration, Housing and Place   |               | Date 05/08/2022   |          |          |         |        |
| <p><b>Please Note: If there are any positive or negative impacts identified in question 1, or there any 'yes' responses to questions 2 – 4 a full impact assessment will be required.</b></p>  |               |   |          |          |         |        |