

REPORT TO CABINET

Open		Would any decisions proposed :		
Any especially affected Wards	Discretionary /	Be entirely within Cabinet's powers to decide		NO
	Operational	Need to be recommendations to Council		YES
		Is it a Key Decision		NO
Lead Member: Brian Long E-mail: brian.long@west-norfolk.gov.uk		Other Cabinet Members consulted:		
		Other Members consulted:		
Lead Officer: Ray Harding E-mail: ray.harding@west-norfolk.gov.uk Direct Dial: 01553 616245		Other Officers consulted: Monitoring Officer, Democratic Services Manager		
Financial Implications YES	Policy/Personnel Implications NO	Statutory Implications YES	Equal Impact Assessment NO If YES: Pre-screening/ Full Assessment	Risk Management Implications NO

Date of meeting: 17 April 2018

AMENDMENT TO THE KEY DECISION LEVEL

Summary

This report recommends that the Key Decision Level be raised to £500,000.

Recommendation

That the Key Decision Limit be set at £500,000.

Reason for Decision

To permit relatively modest revenue contracts which run for a number of years to be procured more speedily, and to reflect the impact of inflation since the original figure of £250,000 was agreed when Executive arrangements were originally set up.

1 Background

The Scheme of Delegation sets out the areas delegated to Portfolio Holders to make decisions and complies with the Council's Financial Regulations. Key Decisions are not delegated to Portfolio Holders and must be considered in Cabinet. Key Decisions are defined as:-

an executive decision which is likely –

- (a) to result in the local authority incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates; or

- (b) to be significant in terms of its effect on communities living or working in the area comprising two or more wards and electoral divisions in the Council's areas

where significant under a) above is £250,000 or more and significant under b) above is one third of the resident population in a ward.

As many contractual decisions amount to a key decision when the finances are added for the life of the contract, the decision would need to go to Cabinet even when the tender has come in under budget. Raising this level would permit a decision to be taken by individual Cabinet Members / and or Officers where delegation permits.

3 Financial Implications

This recommendation would not cause any direct financial implications.

4 Personnel Implications

There are no personnel implications.

5 Statutory Considerations

The 2012 No. 2089 LOCAL GOVERNMENT, ENGLAND The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 set out the requirements around a key decision.

6 Equality Impact Assessment (EIA)

There are no Equality Impact Assessment implications.

7 Risk Management Implications

There are no immediate risks identified in the proposal.

8 Declarations of Interest / Dispensations Granted

None identified.



Pre-Screening Equality Impact Assessment

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						
Question		Answer				
<p>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?</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)						
Question	Answer	Comments				
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?	Yes / No					
3. Could this policy/service be perceived as impacting on communities differently?	Yes / No					
4. Is the policy/service specifically designed to tackle evidence of disadvantage or potential discrimination?	Yes / No					
<p>5. Are any impacts identified above minor and if so, can these be eliminated or reduced by minor actions? 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	Actions:				
		Actions agreed by EWG member:				
Assessment completed by: Name						
Job title		Date				

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.