

## CABINET MEMBERS DELEGATED DECISION

|                                                                                                                                                           |                                     |                                                                  |                                                  |                                    |                                    |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|------------------------------------------------------------------|--------------------------------------------------|------------------------------------|------------------------------------|
| <b>Open</b>                                                                                                                                               |                                     | Would any decisions proposed:                                    |                                                  |                                    |                                    |
| <b>Any especially affected Wards</b><br>None                                                                                                              | Discretionary                       | Be entirely within Cabinet's powers to decide                    |                                                  | YES                                |                                    |
|                                                                                                                                                           |                                     | Need to be recommendations to Council                            |                                                  | NO                                 |                                    |
|                                                                                                                                                           |                                     | Is it a Key Decision                                             |                                                  | NO                                 |                                    |
| Lead Member: Councillor Alistair Beales<br>E-mail: <a href="mailto:cllr.alistair.beales@west-norfolk.gov.uk">cllr.alistair.beales@west-norfolk.gov.uk</a> |                                     | Other Cabinet Members consulted:                                 |                                                  |                                    |                                    |
|                                                                                                                                                           |                                     | Other Members consulted: Councillor Devulapalli                  |                                                  |                                    |                                    |
| Lead Officer: Rebecca Parker<br>E-mail: <a href="mailto:rebecca.parker@west-norfolk.gov.uk">rebecca.parker@west-norfolk.gov.uk</a>                        |                                     | Other Officers consulted: Chief Executive and Monitoring Officer |                                                  |                                    |                                    |
| Financial Implications<br>NO                                                                                                                              | Policy/Personnel Implications<br>NO | Statutory Implications<br>NO                                     | Equality Impact Assessment – pre screen attached | Risk Management Implications<br>NO | Environmental Considerations<br>NO |
| Date of publication of report: 5th May 2026                                                                                                               |                                     |                                                                  | Date decision to be taken: 12th May 2026         |                                    |                                    |
| Deadline for Call-In: 19th May 2026                                                                                                                       |                                     |                                                                  |                                                  |                                    |                                    |

## CANCER – MEMBER CHAMPION

### Summary

It is within the Leader's gift to appoint Member Champions for the Council. Councillor Beales is formally appointing Councillor Devulapalli as the Member Champion for Cancer.

### Decision to be taken

That Councillor Devulapalli be appointed Member Champion for Cancer

### Reason for Decision

To enable the Councillor to work actively on behalf of and with the Council on this subject matter in accordance with the Member Champion Protocol.

## 1 Background

- 1.1 In accordance with the Member Champion Protocol, the Leader is responsible for appointing Member Champions.
- 1.2 The Leader is appointing Councillor Devulapalli as the Member Champion for Cancer.

1.3 The Role of the Member Champion and the specific responsibilities for this role are attached to this report.

**2 Options Considered**

2.1 It is within the Leaders gift to appoint to these positions. The Leader chooses to appoint to this position.

**3 Policy Implications**

None.

**4 Financial Implications**

No Special Responsibility Allowance is paid for this position, financial implications would only be relevant to any expenses claimed for meetings attended, which in accordance with the Member Champion Protocol, need to be agreed in advance.

**5 Personnel Implications**

None.

**6 Environmental Implications**

None.

**7 Statutory Considerations**

None.

**8 Equality Impact Assessment (EIA)**

Pre-screening attached.

**9 Risk Management Implications**

None.

**10 Declarations of Interest / Dispensations Granted**

None

**11 Background Papers**

Member Champion Protocol - [Part 4 - Protocol for member champions.pdf](#)

Signed:  .....

Cabinet Member for:..... Leader.....

Date:05/05/2026

## Stage 1 - Pre-Screening Equality Impact Assessment

For equalities profile information please visit [Norfolk Insight - Demographics and Statistics - Data Observatory](#)

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                              |          |          |         |        |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|----------|----------|---------|--------|
| Name of policy/service/function                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Appointment of Cancer Champion                                                               |          |          |         |        |
| Is this a new or existing policy/service/function? ( <i>tick as appropriate</i> )                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | New                                                                                          |          | Existing | x       |        |
| Brief summary/description of the main aims of the policy/service/function being screened.<br><br>Please state if this policy/service is rigidly constrained by statutory obligations, and identify relevant legislation.                                                                                                                                                                                                                                                                                                                                                                                                                                     | This report is to appoint a Cancer Champion. This is a Discretionary function by the Leader. |          |          |         |        |
| Who has been consulted as part of the development of the policy/service/function? – new only ( <i>identify stakeholders consulted with</i> )                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Leader, Monitoring Officer, Chief Executive, Councillor Devulapalli                          |          |          |         |        |
| <b>Question</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>Answer</b>                                                                                |          |          |         |        |
| <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, 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.<br/>NB. Equality neutral means no negative impact on any group.</p> <p><b><i>If potential adverse impacts are identified, then a full Equality Impact Assessment (Stage 2) will be required.</i></b></p> <p><i>*For more information on health inequalities please visit <a href="#">The King's Fund</a></i></p> |                                                                                              | Positive | Negative | Neutral | Unsure |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Age                                                                                          |          |          | X       |        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Disability                                                                                   |          |          | X       |        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Sex                                                                                          |          |          | X       |        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Gender Re-assignment                                                                         |          |          | X       |        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Marriage/civil partnership                                                                   |          |          | X       |        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Pregnancy & maternity                                                                        |          |          | X       |        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Race                                                                                         |          |          | X       |        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Religion or belief                                                                           |          |          | X       |        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Sexual orientation                                                                           |          |          | X       |        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Armed forces community                                                                       |          |          | X       |        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Care leavers                                                                                 |          |          | X       |        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Health inequalities*                                                                         |          |          | X       |        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Other (eg low income, caring responsibilities)                                               |          |          | X       |        |
| <b>Please provide a brief explanation of the answers above:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                              |          |          |         |        |

A Member Champion cannot make decisions nor commit the Council in any way or in a manner that could be interpreted as being contrary to established policy and practice. The role mainly focusses on the sharing of information and involvement in the Councillor Cancer Champions Network.

| 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? | No                          |                                                                                                                            |
| 3. Could this policy/service be perceived as impacting on communities differently?                                                                                                                                                                                                 | No                          |                                                                                                                            |
| <p><b>If 'yes' to questions 2 - 3 a full impact assessment will be required unless comments are provided to explain why this is not felt necessary:</b></p><br><br><br><br><br><br><br><br><br><br><br><p><b>Decision agreed by EWG member: .....</b></p>                          |                             |                                                                                                                            |
| <p>4. Are any impacts identified above minor and if so, can these be eliminated or reduced by minor actions?</p> <p>If yes, please agree actions with a member of the Corporate Equalities Working Group and list agreed actions in the comments section</p>                       | n/a                         | <p><b>Actions:</b></p><br><br><br><br><br><br><br><br><br><br><br><p><b>Actions agreed by EWG member:</b></p> <p>.....</p> |
| 5. Is the policy/service specifically designed to tackle evidence of disadvantage or potential discrimination?                                                                                                                                                                     | No                          | <p><b>Please provide brief summary:</b></p><br><br><br><br><br><br><br><br><br><br><br>                                    |
| <p><b>Assessment completed by:</b></p> <p><b>Name</b></p>                                                                                                                                                                                                                          | Rebecca Parker              |                                                                                                                            |
| <p><b>Job title</b></p>                                                                                                                                                                                                                                                            | Democratic Services Manager |                                                                                                                            |
| <p><b>Date completed</b></p>                                                                                                                                                                                                                                                       | 22.04.26                    |                                                                                                                            |
| <p><b>Reviewed by EWG member</b></p>                                                                                                                                                                                                                                               | Amy Pearce                  | <p><b>Date</b>      22/04/2026</p>                                                                                         |

✓ Please tick to confirm completed EIA Pre-screening Form has been shared with Corporate Policy ([corporate.policy@west-norfolk.gov.uk](mailto:corporate.policy@west-norfolk.gov.uk))

## **APPENDIX**

### **General Roles of Member Champions as included in the Member Champion Protocol.**

- (a) To champion the adopted policy of this Council for the relevant theme;
- (b) To promote their area of interest both within and outside the Council;
- (c) To contribute to the review and development of policies pertaining to the area of interest;
- (d) To act as a critical friend and question the Council and Cabinet Members on issues affecting their area of interest;
- (e) To attend meetings of the Council, its Committees and the Cabinet and speak on issues (when permitted by the Chairman) relevant to their area of interest;
- (f) To monitor the Forward Plan and seek information from the relevant cabinet members and officers about forthcoming business and exert influence on behalf of the interest in consultation with the relevant Cabinet Member;
- (g) To monitor overview and scrutiny plans and activity and seek information and offer views on relevant review subjects and exert influence on behalf of the interest;
- (h) To seek to place appropriate items on member meeting agendas;
- (i) To keep other councillors up-to-date with activities relevant to the area of interest;
- (j) To keep up-to-date with current developments;
- (k) To provide positive support, and on occasions, constructive challenge to Members and officers in driving forward the Council's agenda on relevant issues; and
- (l) Following the approval of the Leader (and Cabinet Member), to act as the Council's representative on relevant external bodies where Council representation is required and approved.

### **Specific Role Description for Cancer Champion**

1. Involvement in Cancer Research UK's [Councillor Cancer Champions network](#).
2. Amplifying important health messages to help prevent cancer in your community, including encouraging residents to make informed decisions about attending screening appointments.
3. Sharing up-to-date research and information with colleagues to ensure fellow councillors and officers are informed about the importance of preventing, diagnosing and treating cancer early.
4. Sharing the Councillor Cancer Champions Network policy messages, particularly on tobacco control, to ensure your council is taking steps to help residents to "stop the start" and "start the stop" of smoking.