

EXECUTIVE DECISION RECORD Cabinet Member

REF No: 073.23

A1 Service Area	Civic – Mayoralty
A2 Title	To approve expenditure for the Windrush Generation 'Freeman of the Borough' Ceremony taking place on 2nd October 2023 at an Extraordinary Council Meeting.
A3 Decision Taken By	Leader, Mick Fitzpatrick
A4 Chief Officer	Please print name: John Teasdale Please sign name: Approval by email 27/09/23
A5 Leader	Please print name: Mick Fitzpatrick Please sign name: Approval by email 27/09/23
A6 Date of Decision	27 th September 2023

Confidentiality

A7 Is this Decision confidential by containing exempt information as described in Schedule 12A of the Local Government Act 1972?	No
A7.1 If yes, please state relevant paragraph from Schedule 12A LGA 1972.	N/A

Conflict of Interest

Are there any conflicts of interest to declare? No.



(If "Yes" please contact the Chief Executive before making the Decision. A note of dispensation should be attached).

Scrutiny

A8 Which Scrutiny Committee should this decision be submitted to? (*Please tick as appropriate*)

Scrutiny (Value for Money Council) Committee X

Scrutiny (Regeneration Development and Market Hall) Committee

Scrutiny (Health and Wellbeing) Committee

Scrutiny (Climate Change and Environment) Committee

B1 What is the Decision?	To approve expenditure for the Windrush Generation 'Freeman of the Borough' Ceremony taking place on 2 nd October 2023 at an Extraordinary Council Meeting.
B2 What are the reasons for the Decision?	At an Extraordinary meeting of the East Staffordshire Borough Council, invitees will gather in the Main Hall of Burton Town Hall to hear and discuss stories of the borough's Windrush generation and its exceptional contribution to life in Burton upon Trent and beyond. The event will be webcast with friends and family also Zooming into the meeting from various Caribbean countries.
	The Freedom of the Borough is the highest award that the council can bestow. Those in the Borough of the Windrush Generation will be bestowed with this award at the event. It is a power that is very rarely used and is normally only awarded to local people who have in the opinion of the Council, rendered eminent services to the Borough. The award of the Honorary Freedom of the Borough does not convey with it any legal rights or responsibilities, other than a ceremonial role at civic functions. The award dates back to the middle ages when Freemen had commercial privileges and a route into a position of power in a town or city.
	There is a financial cost associated with the celebration in terms of refreshments, food and entertainment.
B2 Alternative options considered and rejected?	The alternative would be to not hold the celebration, which would be contrary to our corporate priorities.
B3 What are the contributions to Corporate Priorities?	Protecting our heritage – acknowledging the contribution of the borough's Windrush generation.
B4 What are the Human Rights considerations?	There are no Human Rights issues arising from this decision.

B5 What are the financial implications?

The main financial issues arising from this decision are as follows:

The estimated cost of the event is £10,800

It is proposed that in accordance with B6.6 of financial regulations, this be met from the wider forecast under spend reported at Quarter 1 within Legal and Asset Management, including additional rental income.

Revenue	2023/24	2024/25	2025/26
Windrush Event Expenditure (estimated)	10,800	-	-

The finance section has been
approved by the following member
of the Financial Management Unit:

Please print name: Lisa Turner

Please sign name: Approval by email

26/09/23

Policy Framework

B6 Is the Decision wholly in accordance with the Council's policy framework?	Yes
B6.1 If No, does it fall within the urgency provisions (Part 3 of the Constitution)?	N/A
B6. 2 Has it got the appropriate approvals under those provisions?	Yes
B7 Is the Decision wholly in accordance with the Council's budget?	Yes
B7.1 If No, does it fall within the urgency provisions (Part 3 of the Constitution)?	No
B7.2 Has it got the appropriate approvals under those provisions?	N/A

Equalities Implications

B8 What are the Equalities implications:
B8.1 Positive (Opportunities/Benefits):
B8.2 Negative (Threats):

- **B8** What are the Equalities implications:
- **B8.3** The subject of this decision is not a policy, strategy, function or service that is new or being revised. An equality impact assessment is not required.

Risk Assessment

- **B9** What are the Risk Assessment implications:
- **B9.1** Positive (Opportunities/Benefits): N/A
- B9.2 Negative (Threats): N/A
- **B9.3** The risks do not need to be entered in the Risk Register. Any financial implications to mitigate against these risks are considered above.

Legal Considerations

- **B10** What are the Legal Considerations:
- **B10.1** There are no significant legal issues arising from this decision.

This section has been approved by the following member of the Legal Team

Please print name: John Teasdale

Please sign name: Approval by email 27/09/23

Sustainability Implications

- **B11** What are the Sustainability implications:
- **B11.1** The proposal would not result in an overall positive or negative effect in terms of sustainability (including climate change and change adaptation measures).

Health & Safety Implications

B12 What are the Health & Safety implications:

B12.1 A Risk Assessment has not been carried out or entered into Safety Media for all significant hazards and risks because there are no significant hazards or risks arising from this decision.

Key Decision

B13 Is this a Key Decision? No.

Note: A Key Executive Decision is one where:

- 1. REVENUE Any contract or proposal with an annual payment or saving of more than £100,000
- 2. CAPITAL Any capital project with a value in excess of £150,000
- 3. A decision which significantly affects communities living or working in an area comprising two or more wards.

B13.1 If this is a Key Decision, is this an urgent decision such that a delay caused by use of the Call-in Procedure would seriously prejudice the public interest?	N/A
B13.2 If yes, has the Mayor or in his/her absence the Deputy Mayor or in his/her absence the Chair of the relevant Scrutiny Committee agreed that the decision will be exempt from Call-in?	N/A

NOTE: If this decision is subject to the Call-in Procedure it will come into force, and may then be implemented, on the expiry of 3 working days after publication – unless 10 Members of the Council call in the decision.

Please send the original signed document to andrea.davies@eaststaffsbc.gov.uk