

DECISIONS DELEGATED TO OFFICERS

Decision title:	To fly the Windrush Flag from the 1930s extension flagpole from 22-25 June 2023.
Decision date:	Monday 17 April 2023
Source of delegation:	The City Executive Board (now Cabinet) delegated responsibility to the Head of Law and Governance on 13 March 2019 for the operation of the Flag Flying Protocol, including the arrangements for considering one-off requests and for holding and maintaining the List of Annual Flag Flying Commitments and the List of Annual Bell Ringing Commitments. The Head of Law and Governance delegated responsibility to deal with any Flag Flying responsibilities in accordance with the Flag Flying Protocol to the Committee and Member Services Manager.
What decision was made?	To fly the Windrush Flag from the 1930s extension flagpole from 22-25 June 2023.
Purpose:	To fly the Windrush Flag from the 1930s extension flagpole from 22-25 June 2023.
Reasons:	To mark the 75 th anniversary of the arrival of passengers on HMT Empire Windrush at Tilbury Docks in Essex.
Decision made by:	Alice Courtney, Committee and Member Services Manager (Interim Acting)
Other options considered:	Not to fly the Windrush Flag from the 1930s extension flagpole. This option was rejected due to the importance of marking the 75 th anniversary of the arrival of passengers – the flying of the flag coincides with a weekend of activity to mark the occasion.
Documents considered:	None
Key or Not Key:	Not Key
Wards significantly affected:	None
Declared conflict of interest:	None
This form was completed by: Name & title: Date:	Alice Courtney Committee and Member Services Manager (Interim Acting) 17 April 2023

Approval checklist

<i>Approver</i>	<i>Name and job title</i>	<i>Date</i>
Decision maker	Alice Courtney, Committee and Member Services Manager (Interim Acting)	17/04/2023

Consultee checklist

<i>Consultees</i>	<i>Name and job title</i>	<i>Date</i>
Cabinet Member	Councillor Susan Brown, Leader of the Council	17/04/2023