

## **Officers Decisions Made Under Delegated Powers**

The Openness of Local Government Bodies Regulations 2014, Regulation 7, requires that certain types of Officer Decisions are recorded and made available to the public.

*The decisions that will be published are:-*

1. A specific express delegation to an officer from the Council or Committee
2. A decision made for which the officer has a general delegated authority to make the decision and the
  - (a) Grant a permission of licence
  - (b) Affect the rights of an individual
- (c) Award a contract or incur expenditure which has a value of £1500 or more**

*The information that will be published is:-*

1. The decision taken and the date it was taken
2. Reasons for the decision
3. If any alternative options were considered and rejected
4. Where a decision has been taken under a specific delegated authority, any conflict of interest a Councillor

### *Request for information*

Requests can be made for an electronic or paper copy of background documents.

This must be made to the Council in writing.

This request will be dealt with in accordance with any other request for information (e.g. Freedom of Information). The Council may charge a fee for the information requested.

### *Exemptions*

The council only has to record and publish decisions that come within the above categories. To avoid publication of routine matters, the Council will not publish decisions relating to purchases below £1500 or decisions that are purely administrative or operational. If decisions are published elsewhere e.g. planning application decisions, the Council will not republish the information in this table. The Council will not

# THORNBURY TOWN COUNCIL

## Officers' Decisions Made Under Delegated Authority

31.05.23	Purchasing new parts for hip hop play equipment in MPF, following RoSPA inspection report.	£2,464.96	RoSPA identified movement in equipment, medium risk, no repair possible, risk assessed at "12" necessitating emergency expenditure to order parts promptly.	N/A - acting in line with delegated authority to spend, based on Full Council meeting resolution. Minute number: FC2223.116	Not applicable	Clerk	Open Spaces
21.06.23	Agreed to cost of removal/repositioning of boulders at Eastland Avenue Play Area, as a variation to agreed play area refurbishment.	£1,170.00	RoSPA identified need to move boulders and the play area is being refurbished, so this could be added on to that project at a lower cost to doing the work separately.	Our staff do not have correct equipment for removing such a large number of heavy boulders safely. Acting in line with delegated authority to spend, based on Full Council meeting resolution. Minute number: FC2223.116	Not applicable	Clerk	Open Spaces
15/06/23	Award of licence to mobile ice cream vendor	£2,250.00	Delegated to Clerk to award at meeting of Finance and General Purpose Committee on XX XXX 2022.	n/a	Not applicable	Clerk	F&GP
01/07/23	Sandpit works instruction/order to Gold Star Maintenance	£6,601.68	In line with Financial Regulations delegation to the Clerk (Events & Innovations budget)	Alternative quotes sought, but only one successfully received. Also considered and discounted building in-house (resource prohibitive)	Not applicable	Clerk	F&GP
01/07/23	MPF Football club extension licence Annual Ransoms mower service	£1,916.18	Under Financial Reg's delegated authority to Clerk for cost centre 120 (Asset & Asset Maintenance)	n/a - annual servicing is a requirement	Not applicable	Clerk	Full Council F&GP
02/10/23	Purchase of the quote height barrier	£2,300.00	Replacement of damaged barrier at MPF carpark. Insurance claim with cover cost.	n/a	Not applicable	Clerk	F&GP
17/11/23	Cover cost of works to Pavilion floor - replacement of rotten floor joists discovered while Football Club were carrying out agreed extension works.	£1,950.00	Football Club unable to complete works until joists replaced - the replacement would have become necessary at some point and it is not reasonable for the Club to cover the cost of this unforeseeable problem.	No alternative - necessary in order to complete the works. Not practical to obtain alternative quotes as it is was part of ongoing works. Facilities Officer and Clerk are satisfied that it is a reasonable quote.	Not applicable	Clerk	F&GP
29/01/24	Annual servicing (and repairs) to Ransomes Ride On Mower.	£2,315.76	Under Financial Reg's delegated authority to Clerk for cost centre 120 (Asset & Asset Maintenance).	N/A - annual servicing is a requirement.	N/A	Clerk	F&GP
15/02/24	Repairs to lift at Town Hall - currently not operational.	£10,175.40 (part payment - full amount for works is £16,959 + VAT)	Coming from Property Maintenance budget which is fully delegated to the Clerk. Competitive quotes not required on this occasion - it is relatively low value, and is an urgent requirement due to accessibility requirements and the health and safety risk of older users having to use the stairs.	N/A - see "Reasons for Decision".	N/A	Clerk (KM authorised quote on 16.11.23)	F&GP
22/03/24	Verti-draining, over-seeding and fertilising of all four football pitches at MPF.	£5,538.10	Three quotes were received, and the chosen contractor was significantly less expensive and had carried out the works in previous years. A decision needed to be made quickly in order for the contractor to fit the work in before the next season. Chosen quote was within budget (£7000).	Other two quotes significantly more expensive. Waiting for a meeting to agree to go ahead with cheapest quote would lead to possibly not getting the works done before the start of the next season (contractor was more busy than usual this year).	N/A	Clerk	Open Spaces