



THORNBURY TOWN COUNCIL

Officers' Decisions Made Under Delegated Authority 01.01.22 - 14.06.22

DATE	DECISION TAKEN	AMOUNT £ (IF APPLICABLE)	REASON FOR DECISION	ANY ALTERNATIVES CONSIDERED AND REJECTED	ANY RELEVANT COUNCILLOR CONFLICT OF INTEREST	AUTHORISED BY	COUNCILLOR CONSULTED (where appropriate)	MEETING TO REPORT TO
23/03/22	To instruct contract to undertake remedial works on fire doors. Extension to existing Easton Bevins contract.	£1,153.41	H&S critical.	Awaiting for meeting discounted to due H&S urgent nature of the works.	Not applicable.	Clerk	C Davies, Chair of F&P	F&GP
30/03/22	Urgent roof works 67a and Town Hall	£1,696.00	Roofs leaking. Risk assessment score 'high'.	Delay inadvisable due to 'high' risk score.	Not applicable.	Clerk	C Davies, Chair of F&P	F&GP
08/04/22	Agency introduction fee for new site recruit	2452 (minus negotiated discount)	Requirement to take on member of staff (contractual obligation)	Recruitment to the role has proven problematic. No alternative other than to lose candidate.	Not applicable.	Clerk	C Davies, Chair of F&P	F&GP
29/04/22	Purchase of laptop for newly appointed Facilities Officer.	£1044 + VAT	The Facilities Officer starts employment on 16.05.22 and it was essential for the laptop to be available for that date. Funds are available in the relevant budget.	Wait for authorisation at Council or Committee meeting - this would lead to delays in obtaining the laptop which would delay the Facilities Officer from being able to fulfil his role.	Not applicable.	Clerk	C Davies, Chair of F&P	F&GP
03/05/22	To carry out repairs to Cemetery mess roof - the roof was leaking and a quote had been obtained.	£1,428.00	A risk assessment was carried out which confirmed the risk of not proceeding immediately with the repairs was 'high'. Funds are available in the relevant budget.	Waiting to obtain further quotes and waiting to obtain authorisation through a meeting would lead to significant delays, and unnecessary risk.	Not applicable.	Clerk	C Davies, Chair of F&P	F&GP
12/05/22	To purchase a new pump for the splash pad.	£1,333.00	Pump failure in the splash pad - preparing to reopen for the Summer season.	Time critical - delay would result in delay to opening - operational and reputational impact	Not applicable.	Clerk	C Davies, Chair of F&P	Open Spaces
27/05/22	Instruct contractor to carry out asbestos excavation works at Chantry Road Play Area	£7,346.00	The works needed to be carried out urgently to minimise the inherent risks from the asbestos to members of the public/our staff.	Waiting for authorisation at the meeting would mean a longer period of time when the asbestos was still in situ. Although the area was cordoned off/safe, it could be broken into as it is not possible to monitor it at all times.	Not applicable.	Clerk	J Murray, Chair of F&P	Open Spaces