

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 £1000 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 £1000 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

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
20/06/22	Instruct contractor to carry out verti-draining and overseeding works to football pitches at MPF.	£2,436.40	The works are needed in order to keep pitches in good enough condition for match play and need to be carried out in the short timeframe between seasons. Costs are well within agreed budget.	We cannot wait to carry out the works, and to seek other quotes, as there is a short window of opportunity between seasons. Quotes were sought in a previous year and the current suppliers found to provide value for money. Subsequent years costings have been in line with previous years.	Not applicable.	Clerk	G Rawlinson, Chair of Open Spaces	Open Spaces
18/10/22	To instruct periodic legionella assessments, as due.	£1,035	Governance/H&S requirement. Within routine delegation to Clerk under 110 Central Services budget code.	5 quotes obtained.	Not applicable.	Clerk	n/a	