



RECORD OF DELEGATED DECISION

This form is used to record all officer decisions which are not included in the Forward Plan. The constitution details who can take delegated decisions.

1. Name & Title of Officer: (who is taking the Decision)	Edd De Coverly – Chief Executive
2. Title / Subject Matter:	Festive lighting and Tree pit works
3. Decision Reference No.	CEX045
4. Type of Decision:	Public
<p>5. Decision Taken: (Try to briefly summarise what you have decided to do. Do not include any exempt or other information in your decision that you would not want to be published.)</p> <p>1. Authority for the Regeneration Manager to draw upon Regeneration and Innovation reserve, to the value of up to £30k, to ensure relevant works are undertaken to ensure compliance for Christmas lights and Tree.</p>	
<p>6. Reasons for Decision: (Briefly summarise why you think this is the right decision. Again, do not include any exempt or other information in your decision that you would not want to be published. Please ensure all background papers are attached to this decision)</p> <p>Following survey work undertaken on Christmas light infrastructure it was identified that works would be required to take place to ensure compliance with relevant regulations. The cost of these work is £13,000</p> <p>As well as this surveys were undertaken on the structural integrity of the Christmas tree pits at both Parkside offices and the town centre location. These surveys highlighted some H&S issues so designs/works have had to be commissioned, at a cost of £1100, to enable contractors to put in place the following solutions</p> <ol style="list-style-type: none"> 1) A temporary solution requiring Kentledge (counterweight) in the town centre due to time constraints (cost £12,900); 2) A permanent solution for the provision of the Christmas Tree pit at Parkside (Costs £3,000) 	
<p>7. Authority / Legal Power: (Please detail where your authority comes from e.g. Committee Minute, Constitution or Legal power</p>	

i.e. what enables you to take this course of action)

The constitution provides an officer delegation at Chapter 2, section 12.3 for the Chief Executive at point 4 'In consultation with the Leader and/or Deputy Leader to access and spend the Regeneration and Innovation Fund up to £50,000'

The Regeneration and Innovation reserve has been established to support projects that will result in economic growth, commercial return or support inward investment for which having fully functional Christmas lighting is key.

8. Background Papers attached?

(Background papers are to be attached (unless exempt)

No

9. Alternative options available / rejected:

(Briefly summarise what other options, if any, are available or considered and why they were rejected.)

1. Leave the required works – REJECTED - this would mean no Christmas lighting scheme would be able to be erected in Melton Town Centre and both Parkside and the town centre would not be able to erect Christmas trees this year. As a result of this it would be likely that the Light switch on event would not be able to take place.

10. Implications:

(Please ask the respective professional officers ((a) Legal, (b) Finance and (c) Human Resources) for their assessment of the potential implications of this decision. You should also consult any other relevant officers if you think the decision will have an impact on their areas of responsibility.)

<p>Legal</p>	<p>The Chief Executive in consultation with the Leader and/or Deputy Leader has the delegation to access the Regeneration and Innovation Fund up to £50,000.</p> <p>The Council has the power to enter into contracts in order discharge its functions (Local Government Act 1972, s111 and the Local Government (contract) Act 1997, s1).</p> <p>The Local Government Act 1972 requires the Council to have regulations for how it enters into contracts. In addition to complying with all relevant UK and EU legislation every contract entered into on behalf of the Council must also comply with the Council's Contract Procedure Rules and the Council's Financial Regulations</p>
<p>Finance</p>	<p>The current balance on the Regeneration and Innovation Reserve as at 31/03/2019 is £58k and is sufficient to meet the needs of this project as a key area for town centre investment.</p>
<p>HR</p>	<p>n/a</p>

11. Signature of Decision

Maker:

Please do no 'pp' for a Senior Officer

SAD DE COVERUP

12. Consultation with:

(Where applicable)

Name:

Leader / Deputy Leader [delete as appropriate]

Signature:

13. Date:

13th November, 2019.

Please send all decision for publication to: Democratic Services at democracy@melton.gov.uk . All decisions with exempt information should be sent to Natasha Taylor at ntaylor@melton.gov.uk

14. Decision Reference No.:	
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15. Exempt or Confidential Background Information:

(Use this section to include any exempt or confidential information that should not be published or placed on the Council's website but is needed to support the decision. The information in this section will only be shared within the Authority as appropriate.)

For further support or guidance please contact Adele Wylie (Director of Legal and Democratic Services) on awylie@melton.gov.uk or Kieran Stockley (Principal Solicitor) on kstockley@melton.gov.uk .