

Appendix 8 - Record of operational decisions (RoOD)

Note: strikethrough indicates text removed. Underline indicates new text.

Section	Part 4 Section 6 Operational or non-key executive decisions
Proposed Changes	<p>Operational or non-key executive decisions</p> <p>4.6.15 Where an award of a contract is above £50,000 <u>£75,000</u>, a Record of Operational Decision (RoOD) and/or Key Decision dependent on value will be required and will need to be published, including the financial amount in the decision / recommendation. Additionally, a decision will be required for procurements of contracts jointly with one or more other contracting authorities.</p> <p>4.6.84 A Record of Operational Decision to award a contract must be published for contract values above £50,000 <u>£75,000</u> and the financial value included within the decision.</p>
Section	Part 5 Part 5 Section 8 Public participation guide
Proposed Changes	<p>5.8.53 Are all decisions recorded and published?</p> <p>5.8.54 Many are, but there are lots of day to day decisions which are not published. The council has decided that officer decisions with a financial value of less than £50,000 <u>£75,000</u> will not be published unless there is a legal requirement to do so. This is because the number of such decisions would make it impractical to publish.</p>
Section	Part 4 Section 7b Financial guidance
	<p>77 Recording Disposal A record of each disposal should be maintained (i.e. the approval, the price obtained and if appropriate the alternative method of disposal used). Inventories or stock records should be up-dated in a timely fashion to reflect the disposal. Officer decisions for disposals in excess of £50,000 <u>£75,000</u> must be published.</p>
Section	Part 3 Section 7 Officer functions
	<p>3.7.4 The chief executive has the ability to take six types of decisions.</p> <p>3.7.5 Operational decisions</p> <p>An operational decision involves the day to day management of the council. They are usually incidental to a function being exercised by the council. Such decisions are taken by the chief executive, in accordance with the scheme of delegation and any financial or</p>

contracting requirements specified in the finance or contracts procedure rules and will be classed as operational so long as:

- Is within an approved budget
- Is not in conflict with the council's policies, strategies or relevant service plans
- Does not amend existing or raise new policy issues

Such operational decisions ~~are will not be recorded and published where it unless they~~ relates to:

- The letting of contracts with a value (over the lifetime of the contract) of ~~£50k~~ £75,000 or more
- The disposal or purchase of land or assets with a value of ~~£50k~~ £75,000 or more
- The granting or revoking of a permission or license
- A change to an individual's legal rights
- A change to a service (e.g. opening hours, location or service level)

Decisions are not published if :

- they are recorded on another statutorily or published register, or
- they disclose exempt or confidential information as set out in paragraphs 4.2.28 and 2.2.19 of Part 4 Section 2 (Access to Information Rules)

3.7.7 Council decisions

The council has decided that some of its decisions can be taken by the chief executive. Where the effect of the decision is to grant a permission or licence; changes the legal rights of an individual; or awards a contract (above ~~£50k~~ £75,000) or incurs expenditure (~~£50k~~ £75,000) which in either case materially affects the council's financial position there is a requirement to publish the decision.

4.2.79 For the purposes of these rules:

- (a) specific express authorisations are those decisions which contain a delegation from council, their committees or sub-committees;
- (b) general authorisations to officers are those set out in the council's scheme of delegation; and
- (c) 'material effect' is deemed to be in excess of ~~£50k~~ £75,000.