

## Appendix 8 - Record of operational decisions (RoOD)

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

<b>Section</b>	<b>Part 4 Section 6 Operational or non-key executive decisions</b>
<b>Proposed Changes</b>	<p><b>Operational or non-key executive decisions</b></p> <p>4.6.15 Where an award of a contract is above <del>£50,000</del> <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 <del>£50,000</del> <u>£75,000</u> and the financial value included within the decision.</p>
<b>Section</b>	<b>Part 5 Part 5 Section 8 Public participation guide</b>
<b>Proposed Changes</b>	<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 <del>£50,000</del> <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 will not be published unless there is a legal requirement to do so.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>
<b>Section</b>	<b>Part 4 Section 7b Financial guidance</b>
	<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 <del>£50,000</del> <u>£75,000</u> must be published.</p>
<b>Section</b>	<b>Part 3 Section 7 Officer functions</b>
	<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; 128 Part 4 – Procedure Rules Updated: 4 July 2023
- (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.