

**OFFICER DELEGATION SCHEME
RECORD OF OPERATIONAL DECISION**



TO BE UPLOADED TO THE E-MEETINGS MANAGER

Date: 3 May 2019	Ref No: 3303	
Type of Operational Decision:		
Executive Decision <input checked="" type="checkbox"/>	Council Decision <input type="checkbox"/>	
Status: For Publication		
Title/Subject matter: Music Festival and Family Fun Day – TSC Trust Charity Fundraising Radcliffe Piazza – 25 August 2019		
Budget/Strategy/Policy/Compliance – Is the decision:		
(i) within an Approved Budget	✓	
(ii) not in conflict with Council Policy	✓	
(iii) not raising new issues of Policy	✓	
Equality Analysis [Does this decision change or make policy; change or make procedure or working practice? An Equality Analysis must be completed to assess the impact on equality and the relevance of the Public Sector Equality Duty. This should be signed off by your departmental equality representative and accompany this decision form. Please forward a copy to the Equality email for publication].	No	
	Signed: (By EA Officer) _____ Date: _____	
Details of Operational Decision Taken [with reasons]:		
Trewan Sands Children’s Trust Charity Family Fun Day and music festival consisting of Bouncy Castle and Slide, Live Music and stalls on Radcliffe Piazza (12pm until 6pm) on 25 August 2019.		
Decision taken by:	Signature:	Date:
D Brown – Director of Operations		08/05/19
Members Consulted [see note 1 below]		
Cabinet Member/Chair		
Lead Member		
Opposition Spokesperson		

Notes

1. It is not generally a requirement to consult with any Members on Operational Decisions but where an Executive Director considers it necessary to consult with the appropriate Cabinet Member and/or Lead Member, they must sign the form so as to confirm that they have been consulted and that they agree with the proposed action. The signature of the Opposition Spokesperson should be obtained to confirm that he/she has been consulted.
2. **This form must not be used for urgent decisions.**