

**OFFICER DELEGATION SCHEME
RECORD OF OPERATIONAL DECISION**



TO BE UPLOADED TO THE E-MEETINGS MANAGER

Date: 15 October 2019	Ref No: 3404			
Type of Operational Decision:				
Executive Decision <input checked="" type="checkbox"/>	Council Decision <input type="checkbox"/>			
Status: For Publication				
Title/Subject matter: Posters for Grand Auction Tottington Methodist Church 2 November 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			
	<table border="1"> <tr> <td>Signed: (By EA Officer)</td> <td>Date:</td> </tr> <tr> <td></td> <td></td> </tr> </table>	Signed: (By EA Officer)	Date:	
Signed: (By EA Officer)	Date:			
Details of Operational Decision Taken [with reasons]: Approval of 12 temporary posters on street lighting columns. To be sited on Booth Street, Bury Road, Holcombe Road and Turton Road, Tottington for 1 week leading up to the event on 2 November 2019.				
Decision taken by:	Signature:			
D R Giblin - Head of Engineering				
Members Consulted [see note 1 below]	Date:			
Cabinet Member/Chair	18/10/19			
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.**