

OFFICER DELEGATION SCHEME RECORD OF DECISION

Date:	30 July 2026	Ref No:	PLACE OPS 1314
Responsible Officer: Catherine Kenworthy – Senior Engineer			
Title/Subject matter: Work Package S61 (Footway Refurbishment Works 2026-27 Phase 1)			
Budget/Strategy/Policy/Compliance:			
(i) Is the decision within an Approved Budget?	Yes		
(ii) Is the decision in conflict with the Council's policies, strategies or relevant service plans?	No		
(iii) Does the decision amend existing or raise new policy issues?	No		
Is publication still required? (see guidance)	Yes		
Is there any implications with 3 rd party spend?	No		
Is there any IT implications i.e. Additional hardware, new software, changes to systems	No		
Item for Decision: Bury Council has a backlog of footway works and requires a suitably qualified contractor to carry out a programme of footway refurbishments across the borough in 2026-27. This package of works comprises footway reconstruction including excavation, replacement of kerbs and edgings, ironwork adjustments, reconstruction and surfacing.			

It is recommended that the quotation of £395,829 for Work Package S61 (Footway Refurbishment Works 2026-27 Phase 1) submitted by J. Hopkins (Contractors) Limited of Monde Trading Estate, Westinghouse Road, Trafford Park M17 1LP, is accepted as providing the best overall value to the authority.

This will be funded from the CRSTS Streetscene Footway Refurbishment Budget 2026/27 of £1,321,000.

Approval to recruit to newly created vacancies

NB: Chief Officer graded roles require AD HR and AD Finance approval

Not Applicable

Decision made by:

Signature:

Date:

Executive Director Place



19/08/26

Assistant Director Place Operations



12/08/26

Advised by HR Business Partner

Advised by Finance Business Partner



06/08/26

Chief Officer graded roles:
Assistant Director of HR

Chief Officer graded roles: Advised
by Assistant Director Finance /
Chief Accountant

**Member Consulted (only if
applicable) [see note 4 below]**

Notes

1. In most cases a single signature is required in accordance with the Table below.
2. The form must be published if expenditure is over £100K. However, this must be after all the required contract documentation has been completed. This is to avoid publishing exempt confidential information.
3. A report to Cabinet must be made if expenditure is over £500K.
4. In a small number of cases in accordance with the requirements of the Officer Delegation Scheme, consultation is required from the appropriate Cabinet Member who must sign the form to confirm that they have been consulted and that they agree with the proposed action. Please refer to the Guidance.
5. This form must not be used for urgent decisions.
6. Where there is any doubt officers should always err on side of caution and seek advice from Democratic Services, the Monitoring Officer or Corporate Procurement where applicable.

EXPENDITURE APPROVAL TABLE

Approval Limit	Approval By (in consultation with Finance & HR Business Partner)	
Over £500,000	Cabinet.	
Over£250,000 to £500,000	Chief Executive	
Over£100,000 to £250,000	Executive Director	
Over £50,000 to £100,000	Director/Assistant Director	
Over £10,000 to £50,000	Head of Service	
Up to £10,000	Service Lead	

For Chief Officer Graded Roles:

Assistant Director HR Approval
Assistant Director Finance / Chief Accountant Approval