

**WALTON COMMUNITY COUNCIL – MATTERS TAKEN UNDER DELEGATED AUTHORITY – MARCH 2020**

<b>Date</b>	<b>Issue</b>	<b>Notes</b>	<b>Consultation</b>	<b>Resolution</b>	<b>Date of Authorization</b>
26 March 2020	Walton FC requests a refund for payment made for the booking of the football pitches	Walton FC adhering to Government instructions regarding social distancing / gatherings.	Chair and Vice Chair of Operations Committee (Councillors David Newland and Amanda Taylor)	Walton FC to be given a refund for the cost of matches lost from the point the government announcement was made advising organized team sports to cease.	26 March 2020
30 March 2020	To pay Microsmiths for a laptop and support for the new Operations Officer. Cost: £727 + VAT	New Operations Officer will need a laptop to start working on 1 May 2020. Cost is within budget but over the Council Manager spend limit.	Chair and Vice-Chair of Operations Committee (Councillors David Newland and Amanda Taylor).	That the laptop (and support) is purchased for the new Operations Officer.	31 March 2020

## **ADOPTED SCHEME OF DELEGATION (as from 24 March 2020)**

**Due to the Covid19 pandemic and to ensure that the Council complies with Government instructions, an emergency Full Council meeting, held on 24 March 2020, adopted a scheme of delegated authority that will ensure that the Council functions without the need for public meetings.**

### **The Council adopted:**

- There shall be delegated to the Council Manager (or the Assistant Council Manager in her absence), the authority to act in respect of any function of the Council on a matter which would otherwise cause a delay or which may prejudice the Council. This delegated authority shall be exercised in consultation with the Chairman, Vice-Chairman and Chair of the Regulatory Committee.
- There shall be delegated to the Council Manager (or the Assistant Council Manager in her absence), the authority to act in respect of any function of a Committee on a matter which would otherwise cause a delay or which may prejudice the Council. This delegated authority shall be exercised in consultation with the Chairman, the Vice-Chairman and Chair or Vice-Chair of the Committee within whose terms of reference the function lies.
- Each exercise of delegated authority under this Standing Order shall be reported for information to the appropriate meeting of the Committee within whose terms of reference the function lies. The report will then be received by an appropriate meeting of Full Council.
- The delegations in this Standing Order are in addition to and without prejudice to the powers of the Council or its Committees to arrange for the discharge of any of its functions by an officer.