

ASHFIELD DISTRICT COUNCIL: OFFICER DECISION RECORD

Please use this form to record those executive decisions which are taken by officers and are **not** designated as 'Key Decisions' – or in other words those decisions which are **not** included in the Forward Plan. There is a separate form for recording Key Decisions.

You should also use this form to record decisions about those functions which are reserved to the Council or to its committees. The Constitution explains what these reserved functions are and who is responsible for them.

1. Title/Subject Matter:

The Community Safety Team, has raised money for a bench to be purchased and positioned in the ADC car park, in memory of a staff member's daughter who recently passed away unexpectedly.

2. Decision Reference Number:

3. Decision Taken:

The amount raised is £504 and will fund a bench and a plaque, which will be situated in the ADC car park, at the Urban Road site. This will offer officers a place of respite for officers to gather their thoughts, and to help with employees' mental health.

This money will also pay towards the transformation of the locality by removing weeds and old tree stumps to be replaced with bulbs and a level area to sit the bench.

A consultation has took place between Assets and Health and Safety regarding the bench installation and location and has been approved by them.

4. Reasons for the decision:

All the money raised has come from employees of ADC that wanted to show their support to the member of staff and her family. The staff member has chosen to use the money to buy a bench so that colleagues can use it, and benefit from their contributions, and from a place to sit, relax and gather their thoughts.

5. Alternative options considered / rejected:

N/A

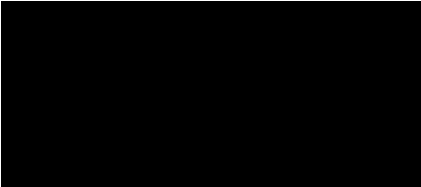
6. Implications:

The proposal is fully funded by contributions raised and will have no financial effect on the Council. [MB 13.12.23]

There are no HR implications as no employees are affected by this proposal [NM 13.12.23]

No specific legal comments [LE 18.12.23]

Name / Title of the officer taking the decision:

Name:	 John Bennett Executive Director – Place
Date:	05/03/2024

Use your own name and title. Do not 'pp' for a more senior officer who has asked you to take the decision.

Name/Title of the relevant Executive Lead Member consulted (if appropriate)

Name:	
Date:	

(This decision is not subject to call-in and is circulated for information only).

If a Cabinet Member has a conflict of interest relating to this decision, then this should be declared and a request for dispensation will be considered.

Name/Title of the relevant Committee Chairman consulted (if appropriate)

Name:	
Date:	

(For non-Executive/Council side function decisions)

The completed form should be emailed to any member of the Democratic Services Team:

- democratic.services@ashfield.gov.uk

They will arrange for it to be published on the Council's website.

EXEMPT OR CONFIDENTIAL BACKGROUND INFORMATION IN SUPPORT OF THE DECISION

Use this section to share any confidential information that would not be published or placed on the Council's website.

The information will only be shared within the Authority, as appropriate.

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Further support or guidance

Please contact:

Ruth Dennis, Executive Director of Governance and Monitoring Officer

email: Ruth.Dennis@ashfield.gov.uk

or any member of the Democratic Services Team.