

RUSHMOOR BOROUGH COUNCIL RECORD OF EXECUTIVE DECISION



Decision taken by individual Cabinet member/officer (delete as appropriate)

(All sections must be completed (mark "N/A" as applicable))

DECISION MAKER (Name and designation)

Sophie Porter, Portfolio Holder for Community & Residents

DECISION AND THE REASON(S) FOR IT

Submission of Planning Application for Permanent Beacon – Manor Park, Aldershot

The Council wishes to erect a permanent beacon in Manor Park utilising up to £25k of the unallocated community recovery fund granted by Government. (Full grant £600k). The beacon would be a focal point where the community can come together when a beacon lighting is appropriate as part of national commemorations or local events of significance such as a celebration or vigil.

Officers have produced a design and identified Manor Park as an appropriate location on council owned land where crowds can be managed in a straightforward way.

A planning application is required as this is a permanent structure.

Under the Council's constitution Portfolio Holders are authorised to request Heads of Service to apply for planning permission. The Portfolio Holder, Councillor Sophie Porter, is asked to authorise the submission of the planning application, in this case with the Council's Executive Director.

DATE DECISION TAKEN - 14 January 2025

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

(Those examined by officers and generated by consultation, etc)

The Council has previously used a temporary beacon at a different site but due to changes in support available from the Military and Health and Safety concerns this is no longer a sustainable option.

ANY CONFLICTS OF INTERESTS DECLARED

(conflict of interests of any executive member who is consulted by the officer which relates to the decision. A note of dispensation should be attached).

None

Signed: Sophie Porter
(Decision maker)

Designation: Portfolio Holder for Community & Residents

Guidance notes for using this form

Recording executive decisions

New regulations¹ came into effect on 10 September 2012, under which Council officers and Cabinet members are required to record every decision they take which is connected to the discharge of a function which is the responsibility of the Executive (Cabinet). This applies whether the decision is taken by an officer or an individual Cabinet member. This record must be published on the Council's website.

Which executive decisions must be recorded?

The regulations state that any decision connected to the discharge of a function, which is the responsibility of the Cabinet, must be recorded and published. However, at Rushmoor we are restricting the recording requirement to those decisions that are 'closely' (rather than remotely) connected with the discharge of a function of the Cabinet. For guidance, this includes any decision that is either:

- A 'key decision'; or
- Delegated to an officer(s)/Cabinet member at a Cabinet meeting; or
- Delegated to an officer in consultation with a Cabinet member (within the scheme of delegation or authorised at Cabinet); or
- Any executive decision, whether or not it is in the Cabinet Scheme of Delegation, where there is a reasonable expectation of public interest in the matter being decided because it may have an impact on a community living or working in Rushmoor; or
- The subject of urgent action outside the Scheme of Delegation

Decisions which are administrative in nature – for example, purchasing low value items or are otherwise minor or routine, need not be recorded.

In addition, some decisions would be considered exempt from publication because, for example, they affect particular individuals rather than the public in general or concern the business affairs of any person (including the Council) where the information could be claimed to be commercially sensitive.

What are key decisions?

Key decisions are not usually taken by individual Cabinet members or officers, unless specifically delegated by the Cabinet.

A key decision is one which is likely to:

- result in the Council incurring expenditure or making savings which are significant in as much as they will have a material effect on the level of Council tax or balances or contingencies in relation to the Council's overall budget₁; or
- be significant in terms of its effects on communities living or working in an area comprising two or more wards within the Borough

¹ approximately £100,000 or more