

Officer Decisions Masterlist Financial Year 2022-2023

Part 3 of the Openness of Local Government Regulations 2014 SI2015/2095- decisions taken under:

- (i) An express authorisation
- (ii) A general authorisation where the decision grants a permission or licence; affects the rights of an individual; or awards a contract or incurs expenditure which materially affects the council or meeting.

Details of contract	Contract awarded to	Contract value	Date contract awarded	Contractors three quotes were sought from	Notes on why the contract was awarded
Upgrade to Docusign estate package	Docusign	£2.11	May 2022	Upgrade to existing contract	For £2.11 the Clerk can send an unlimited amount of documents for signature each month, rather than limited to 5 sends.
Jubilee Badges	Michael's Civic Robes	£195	June 2022	One off badge created for the Jubilee Amazon £6.99, Etsy £4.99. Michael's Robes £1.95 (Price as per badge plus p&p)	Value for money
School holiday activities - Kingsway	Minime mindfulness	£300 per day x3 days	June 2022	Three quotes sought, but unable to find any other local providers.	Mini Me Mindfulness presented value for money as they are providing three staff per day for £300. The budget for these sessions per day is £690 including food, so this

					expenditure is well within the budget set.
School holiday food provision	Ria's Rosey Lee	£90 per day x5 days	20.7.22	Food prices assessed for providing the food through a meal deal through Tesco's or Morrisons or having a cater provide the food.	The caterer was the same price as purchasing a meal deal, therefore presented better value for money as it was delivered and provided a guaranteed food provision.
PA System	PMT – Play Music Today	£1,325.23	12.08.22	Kazbar Systems quote for 2 higher spec system and PMT supplied a quote for a portable system	After discussion with both suppliers and assessing our requirements we decided that the portable system would meet our needs. (purchased as part of Armed Forces Grant)
Queens Jubilee Bench	David Ogilvie	£1,195.00	25/04/2022	David Ogilvie Fabrication Northeast Gladstone	Known for quality of benches supplied and favoured the design. (delegated by FC)
Installation of Jubilee Bench	Percival Bros Construction Ltd	£450	12/08/2022	Percival Bros ECS Contracting Brookwell Development JW Building & Groundwork Services	Quoted best price for work to be carried out. Company has worked with the former Borough and County Council. (delegated by FC)
Microsoft Office licences and support	CloudyIT	£3,178.80 Based on 12 month contract	17/2/23	CloudyIT RejuvenateIT Edge IT	CloudyIT chosen, in consultation with Chairman of the Finance and Governance Committee due to cost and service.

Insurance	Gallaghers	£886.83	31/3/23	James Hallam Gallaghers Zurich	James Hallam declined to quote. Gallaghers chosen as they offered best value for money.
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