



Addendum to Appendix 1(vii)
NEW ROMNEY TOWN COUNCIL



POLICY ON RECORDING AND PUBLICATION OF DELEGATED DECISIONS

OPENNESS AND TRANSPARENCY REGULATIONS 2014

RECORD OF OFFICER DECISION TAKEN UNDER DELEGATED AUTHORITY

TITLE OF OFFICER TAKING DECISION	Town Clerk and Responsible Financial Officer
NATURE OF DECISION	Approval of purchase of 3-off laptops and upgrading of a further 2-off laptops to facilitate remote working during the Covid-19 health emergency and beyond, in consultation with Chairman and Vice-Chairman of the Council. Total cost in the amount of £850.00.
DATE ON WHICH DECISION WAS TAKEN	23 rd March 2020
DETAILS OF ANY ALTERNATIVE OPTIONS CONSIDERED AND REJECTED, IF ANY	Emergency decision taken in light of urgent need to facilitate remote working to protect the health of Town Council staff and officers, the continuation of Town Council services and the ability to support the local community support hub during the national Covid-19 health emergency.
RECORD OF CONFLICT OF INTEREST DECLARED BY A MEMBER CONSULTED ON THE DECISION	N/A
DETAILS OF ANY REPORT OR OTHER RELEVANT BACKGROUND PAPER CONSIDERED IN REACHING THIS DECISION, IF ANY (NB: ANY RELEVANT DOCUMENT, NOT DISCLOSING CONFIDENTIAL OR EXEMPT INFORMATION SHOULD BE ATTACHED TO THIS RECORD OF DECISION)	Government advice followed to close all public buildings and to work remotely wherever possible to reduce the need for personnel to leave homes in the national effort to tackle the Covid-19 Pandemic within the UK.