

## Delegated Decision Log March to June 2020

Date	Decision	Consulted with	Format	Reasons
20th March	Approval of gravestone design outside of cemetery regulations	Members of Ops Committee (MB, AH, CF, CM)	Online and in person	One-off allowance for sensitive personal circumstances.
24th March	Close beach huts	MB/CM	E-mails and telephone	Public safety - no longer in accordance with gov't guidelines.
25th March	Car Park charges suspended	Management team (earlier MB)	E-mails	Staff absence; public safety re virus transmission through parking machines; inability to maintain them if problems; public sensitivity to ECT issuing in time of national crisis.
25th March	Market cancellation	CM/GP/Police and MB	E-mails and telephone	Need to ensure adherence to government guidance and protect public health.
26th March	Grant to Blues Festival	MB/AH	Telephone	Agreed as of vital support to this volunteer-run event; decision required to make payment before year-end.
2nd April	Establish Swanage Neighbours phoneline	CM/MB/CMo	Telephone	Need to support community response; anticipated that resource requirements will be limited.
15th April	Object to ferry toll increase	MB and all councillors	E-mail	Half of councillors, including mayor and relevant committee chairman, have stated objections to be raised.
22nd April	Non-use of furlough scheme	AS	Telephone	Guidance that not appropriate for councils to use the scheme; minimal financial impact as only one employee likely to qualify.
27th April	Beach hut refund policy	CM who in turn spoke to CF	E-mail/telephone	Decision required as applications for cancellation coming in.
29th April	Staff holiday arrangements for April-June 2020	Management team	M Teams/telephone	Need to ensure consistent treatment and fairness as a result of the crisis across all departments.
4th May	Market re-start 15th May	CM/GP/MB/AH/CF	Zoom/telephone	Resources available, epidemic declining and gov't guidelines clear.
4th May	Toilet cleaning contractor acceptance of reduced bill	AS/MB	Zoom/telephone	Correspondence provides assessment of reduced costs.
6th May	Revised summer market fees	CM	E-mail	Previously agreed fees inconsistent and potentially confusing.
14th May	Leave car parks and facilities closed for weekend - review 18th May	Management team, MB/AH/CF/MW	Zoom/telephone	Deter influx of visitors - consistent with DC/NT approach.
17th May	Reinstate designated bathing zone	GP/CM	Zoom/telephone	Public safety.
18th May	Permit re-erection of private site beach huts	CM/GP/MB	Zoom/telephone	Licences signed so cannot prevent; individual decisions re. gov't regs and social distancing.
18th May	Re-open some car parks and toilets	Managemet team and 10 councillors	Zoom/telephone	Public safety, highways management, public health.
18th May	Tennis courts reopen to club	GP/CM and 10 councillors	Zoom/telephone	Fulfil government guidelines in manageable way.
29th May	Re-open Burlington Chine toilets and agree revised contract sum.	GP/MB	Zoom/telephone	Address public health concerns.

4th June	Engagement of seasonal staff on zero hours contracts	GP/CM/AS	Telephone	H&S concerns @ Boat Park; need for additional eyes & ears on beach; support lone working.
17th June	Re-open Heritage and Battlegate toilets on 22nd June	GP/MB	Telephone	Request from DC to open all toilets on public health grounds; co-ordinate final stage of toilet re-opening with Dorset Council.
22nd June	Punch & Judy extension of licence for one year	CM	In person	Council need to consider terms of longer-term agreement but arrangements for 2020 will need to be a one-off, therefore best to defer.
22nd June	Beach hut reopening on 4th July	CM/GP/MB	E-mail	Decision required as customers need advance notice that bookings have not been cancelled; risk assessment in place to encourage social distancing.