

Action	Reason for decision	Alternative options considered	Cost	Authorised by	Date
Footpaths at countryside sites - Fairways contracting ltd	Procurement following tendering process commenced January 2020	Yes - part of process	£31k	Helen Ball & Andy Watkin & Gary Farmer	13/05/2020
Purchase of 2 small vans	Initially for staff welfare and specific project, separate vans required. Change fleet mix and auction old vehicle when distancing ends	spot hire and longer periods considered	£24,240	Helen Ball & Gary Farmer	19/05/2020
Purchase of laptops, screens & other IT accessories	To assist staff in virtual meetings and accessing the network	Personal IT equipment to be used	£5,942	SMT	29/05/2020
Supplier payments 29th May 2020	Monthly payments confirmed by PN + KR + AM	NA	£39,366	Andy Watkin & Helen Ball	22/05/2020
Supplier payments 12th June 2020	Monthly payments confirmed by PN + KR + PG	NA	£41,050	Andy Watkin & Helen Ball	08/06/2020
Sweetlake tender completed and preferred tenderer notified - Proludic	Procurement following tendering process commenced January 2020	Yes - part of process	£55k	Andy Watkin & Gary Farmer	17/06/2020
Purchase of 2 x tall sanitiser units	Assist when individuals enter buildings	NA	£478	SMT	01/06/2020