

RECORD OF EXECUTIVE DECISION

Date	Decision Maker	Decision	Reason(s) for Decision	Alternative Options Considered	Conflicts of Interest Declared (and Dispensations granted by the Monitoring Officer)	Consultation with relevant Ward Member(s) Yes/No	Subject to Call-in? Yes/No
21/02/2024	Cllr Mark Stephenson – Leader of the Council	That the Leader of the Council agrees to: 1. Enter into an agreement for delegation of functions relating to imported food control at the Border Control Post situated at Harwich International Port with East Suffolk Council and, 2. Adopt the fees and charges for imported food control services as set by East Suffolk Council for Suffolk Coastal Port Health Authority	A decision is required in order to enter into the agreement with East Suffolk Council	None	None	No	Yes

URGENT DECISIONS ONLY (If non-urgent go to “Agreement to Decision” below):-

GENERAL EXCEPTION APPLIES? (Rule 14 Access to Information Procedure Rules)	NO	If yes, has at least 5 clear days notice been given to the Chairman of the relevant overview and scrutiny committee?	YES/NO
SPECIAL URGENCY APPLIES? (Rule 15 Access to Information Procedure Rules)	NO	If yes, has the Chairman of the relevant overview and scrutiny committee's consent been obtained?	YES/NO
EXEMPTION FROM CALL-IN APPLIES? (Rule 18i Overview and Scrutiny Procedure Rules)	NO	If yes, has the Chairman of the relevant overview and scrutiny committee's consent been obtained?	YES/NO
URGENT & OUTSIDE BUDGET OR POLICY FRAMEWORK? (Rule 6 Budget and Policy Framework Procedure Rules)	NO	If yes, why is it not practical to convene a quorate meeting of full Council?	
		If yes, has the Chairman of the relevant overview and scrutiny committee's consent been obtained?	YES/NO

AGREEMENT TO DECISION:-		
Signed: 22/2/2024. Decision Maker 	Date:- February 2024	Delegated Power Reference (in Part 3 of the Constitution):- 4.2.1 (Part 3.33) & 4.2.2 (8) (Part 3.35) of the Constitution

Original signed copy to be retained by Service.

Electronic copy to be sent to Ian Ford (Committee Services) for publication.