



NORTH EAST DERBYSHIRE DISTRICT COUNCIL

RECORD OF DECISION TAKEN BY THE HEAD OF PAID SERVICE

18 NOVEMBER 2021

ESTABLISHMENT OF GOVERNANCE TEAM


Authority for decision	Decision	Reasons	Alternative options considered and rejected	Conflicts of interest and any dispensation
<p>10.19 – Determining matters relating to structure (changes to the establishment)</p> <p>12.10 – Authorisation of small increases in budget up to £10k once per year.</p>	<p>That the revised structure of the Scrutiny and Governance Teams as proposed be approved for implementation and the associated establishment changes are effected:</p> <p>Disestablish – Joint Governance Manager, PA to the Chief Executive, PA to the Cabinet and Civic Officer, Scrutiny Manager.</p> <p>Establish – Governance and Democracy Manager, Cabinet and Civic Support Team Leader, Civic and Governance Support Officer, Senior Scrutiny Officer.</p> <p>Retitling existing positions and approving revised JDs.</p> <p>A growth in the Governance Salary budget be approved up to £10k. An anticipated cost is</p>	<p>Management are keen to invest in an enhanced service for Members. This will only be achieved through restructure and increased capacity in management to develop the service through this period of change.</p> <p>The future of Members’ technology is unknown, it is unwise to recommend any changes at this point. However increased Management capacity will allow for development of the Chamber Tech projects to progress.</p> <p>The team require direction and role definition to meet the service plan and improve service quality.</p> <p>There is a service risk in both Civic and Scrutiny that the</p>	<p>Consultation has been undertaken with affected staff, the HOS and HOPS. Cabinet have been informally consulted including the relevant portfolio holder.</p> <p>The S151 has been consulted through informal discussion and formal reporting to Cabinet/SMT.</p> <p>Alternative options for restructure of the PA team and Members ICT were considered and rejected as inappropriate at this time. These will be reviewed within a 12 month period.</p>	<p>None</p>



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	approximately £4k, however this is subject to 4 Job Evaluations being completed which may take some time and a delay in making a decision will delay the implementation of urgently needed changes.	current provision is unsustainable and the impact of failure to meet expectations would be significant for the service.		

Please complete the following where relevant:

Key Decision?	Confidential/ Exempt (if yes, please state paragraph)?	Do General Exception or Special Urgency Rules apply to this decision?	Consultation has taken place with the Section 151 & Monitoring Officer?	The Leader, Deputy Leader or relevant Portfolio Member have been consulted?
No	No	No	Yes	Yes

Authorising Signature:  ..

Job title: .Head of Paid Service.....

Unique Reference Number: ...DD/094/21/NC.....

Date decision may be implemented following call in (if necessary):

Circulation to:

Head of Paid Service,
Monitoring Officer,
Section 151 Officer,
Scrutiny Officer,
Internal Audit