



NORTH EAST DERBYSHIRE DISTRICT COUNCIL

**RECORD OF DECISION TAKEN BY THE
HEAD OF PAID SERVICE**

05 MAY 2021

Financial Services Staffing Changes


Authority for decision	Decision	Reasons	Alternative options considered and rejected	Conflicts of interest and any dispensation
<p>10.28 (i) To determine all staffing matters including but not limited to –</p> <p>Determining matters relating to structure (additions, reductions, post title changes and other changes to the establishment) within existing budgets.</p>	<p>To utilise an existing vacant post within the establishment to establish an AAT Apprentice post on 37 hours (1.0 FTE) on the Apprentice salary grade.</p> <p>This will mean disestablishing:</p> <p>Finance Assistant 0.6FTE</p> <p>This change can be contained within the existing pay budget.</p>	<p>There is a need to meet service demands within the team that can be more effectively delivered through this change to the establishment</p>	<p>Other options have been considered but this is the most expedient and effective use of available resources.</p>	<p>None</p>

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



**North East
Derbyshire**
District Council

Authorising Signature: .. 

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

Unique Reference Number: ..DD/032/21/JD.....

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