

**NORTH EAST DERBYSHIRE DISTRICT COUNCIL
RECORD OF DECISION TAKEN BY THE
CHIEF EXECUTIVE**

25 July 2016

The appointment of a Refreshment Operative on a casual basis to NEDDC

Authority for decision	9.16 - To commission goods, services and works within approved budgets 9.2 – To take all necessary action to achieve and implement the objectives and actions set out in approved policies, strategies, plans and decisions of Council or Committees
Decision	The recruitment/appointment of a Refreshment Operative at NEDDC on a casual contract to work Mon – Sun as and when required at £8.25 / hour. The cost will be met by a retirement of the current Refreshment Operative.
Reasons	Due to the current Refreshment Operative at NEDDC retiring, it may be necessary at times to seek additional support to cover large meetings within the Council Offices. The appointment of a casual Refreshment Operative will enable us to cover these shortfalls and maintain the service provided by the remaining caretakers.
Alternative options considered and rejected	Remove the service altogether. This would compromise the service offered especially during annual leave/sickness and busy periods throughout the year. To replace the retiring Refreshment Operative and maintain the full service provision currently in place. This option would remove the opportunity to make efficiency savings within the service.
Conflicts of interest & any dispensation	None

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: Chief Executive

To be completed by PA to Director of Transformation:

Unique Reference Number: **DD/092/16/RW**

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

Circulation to:

Councillors
Chief Executive
Monitoring Officer
Section 151 Officer
Scrutiny Officer
Internal Audit