

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

15th JUNE 2016

The appointment of a Chauffeur on a casual basis to NEDDC

Authority for decision	Delegations to the Chief Executive Officer: "10.25 (i) To determine all staffing matters.....For the avoidance of doubt this power includes secondments and temporary appointments of any staff."
Decision	The recruitment/appointment of a relief Chauffeur at NEDDC on a casual contract to work Mon – Sun as and when required at £8.25 / hour. The cost will be met by the savings arising from the vacancy in respect of one of the three Caretakers posts.
Reasons	The Caretaking service at NEDDC will be reduced from three to two members of staff from June 18 th when one of the current caretakers retires. While the Council considers its options it is necessary to put in place appropriate arrangements for additional support to cover chauffeuring should this be necessary. The appointment of a casual chauffeur will enable us to cover any shortfalls which arise and maintain the service currently provided.
Alternative options considered and rejected	The longer term options in respect of the service are currently under review. In the short term it is, however, clear that additional resources are necessary if the service is to be maintained especially during annual leave/sickness and busy periods throughout the year.
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/070/16/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