


**RECORD OF EXERCISE OF DELEGATED AUTHORITY BY OFFICER PURSUANT TO
REGULATION 13 OF THE LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS)
(MEETINGS AND ACCESS TO INFORMATION) (ENGLAND) REGULATIONS 2012 &
THE OPENNESS OF LOCAL GOVERNMENT BODIES REGULATIONS 2014**

<u>SUBJECT OF DECISION</u>	
Transfer of Delegations and Line Management	
<u>DECISION REFERENCE</u>	<u>SOURCE OF AUTHORITY AND REFERENCE</u> (i.e. Committee/ Constitution/Minute No. etc.
DO/73/2025 (TS)	3E.1 Chief Executive (Head of Paid Service, Electoral Registration & Returning Officer) e) Make any necessary and consequential changes to the Council's Scheme of Delegation to Officers to give effect to any changes in personnel, legislation, or the structure of the Council, to ensure its efficient and effective operation, in consultation with the Leader of the Council f) Change the staff structure in consultation with the Leader and/or the relevant portfolio holder(s), the S.151 Officer, the Monitoring Officer and the Unions.
<u>DATE OF DECISION</u>	<u>DECISION MAKER (Name and Job Title)</u>
17 th December 2025	 Tom Shardlow, Chief Executive
<u>RECORD OF THE DECISION</u>	
<p>a) The issue</p> <p>The Strategic Director – Place & Economy resigned from post and temporary line management responsibility plus constitutional delegations are required.</p> <p>In addition, after approval at Remuneration Panel in June 2025 to delete the post of Assistant Director – Central Operations, Land Charges and Cemeteries Admin report directly to Strategic Director – Corporate Resources and after review, these services are to be transferred to Public Services.</p> <p>b) The Decision</p> <p>To temporarily transfer delegations and line management of Assistant Director - Planning to Strategic Director – Public Services and Assistant Director – Economy & Regeneration to Strategic Director – Housing & Communities</p> <p>To permanently transfer Land Charges and related delegations to Assistant Director – Planning and Cemeteries Admin and related delegations to Assistant Director – Recreation & Culture.</p>	

<u>REASON FOR THE DECISION</u>
To ensure service delivery is supported
<u>ALTERNATIVE OPTIONS CONSIDERED AND REJECTED IN MAKING THE DECISION</u>
Consultation with relevant Strategic Directors and the Leader deemed this the best solution to enable continuous service delivery
<u>WARD RELEVANCE</u>
None specifically
<u>FINANCIAL AND BUDGET IMPLICATIONS</u>
No financial implications
<u>CONSULTATION UNDERTAKEN WITH MEMBERS/OFFICERS</u>
Leader of the Council Section 151 Officer Monitoring Officer
<u>ANY CONFLICT OF INTEREST DECLARED BY ANY MEMBER CONSULTED</u>
None declared
<u>IN RESPECT OF ANY DECLARED CONFLICT BY A CABINET MEMBER, ANY DISPENSATION GIVEN BY THE HEAD OF PAID SERVICE</u> (Note if the decision is a non-executive decision, no dispensation can be given).
N/A
<u>EQUALITIES IMPLICATIONS (including any Equality Impact Assessment)</u>
None noted
<u>HUMAN RESOURCES IMPLICATIONS</u>
Review of breadth of responsibility for each Strategic Director undertaken and fully considered
<u>FINANCIAL IMPLICATIONS</u>
None
<u>HEALTH EQUALITIES IMPLICATIONS</u>
None

<u>SECTION 17 CRIME & DISORDER IMPLICATIONS</u>
None
<u>RISK MANAGEMENT IMPLICATIONS</u>
With no strategic lead, service delivery may be compromised
<u>SME (SMALL/MEDIUM ENTERPRISES) & LOCAL ECONOMY IMPLICATIONS</u>
None
<u>ENVIRONMENTAL IMPLICATIONS</u>
None
<u>LEGAL IMPLICATIONS</u>
None
<u>ANY OTHER COMMENTS</u>
None

**PLEASE RETURN TO THE MONITORING OFFICER AS SOON AS A DECISION IS
MADE OR AS REASONABLY PRACTICABLE THEREAFTER**