

RECORD OF EXERCISE OF DELEGATED AUTHORITY BY OFFICER

<u>DATE OF DECISION</u>	12 th June 2012	<u>DECISION MAKER</u> (Name and Job Title)
<u>DECISION REFERENCE</u>	AF/13/2012	Alan Franks Managing Director

RECORD OF THE DECISION

a) The issue;
Following the corporate restructure, there are a number of duties historically undertaken by the Assistant Director, Housing post that would sit better within a support role to increase the capacity of the Director to deal with strategic issues.

b) The Decision

- The existing post Business Support Officer (part time 18 hours) be disestablished.
- That the post of Business Performance Officer be established.

REASON FOR THE DECISION

To achieve the required level of strategic leadership and development of the Housing and Communities Service and support this aim at a strategic level.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED IN MAKING THE DECISION

Alternatives to the amendment of staff were considered but rejected due to the significant deletion of posts already undertaken to mitigate against budgetary pressures and therefore lack of capacity.

Ward RELEVANCE

None

FINANCIAL AND BUDGET IMPLICATIONS

This is a Housing Revenue Account post. The additional costs can be accommodated from the existing salary budget and other savings within the HRA. The Director, Finance and Procurement has authorised this spend as affordable within the HRA Business Plan. The additional costs are;

Years 1 & 2	£13,044
Years 3 & 4	£13,760
Years 5 & 6	£14,578
Year 7 onwards (Grade Maxima)	£15,314

CONSULTATION UNDERTAKEN WITH MEMBERS/OFFICERS

The portfolio holder for Housing has been consulted.

IMPLICATIONS OF DECISION (eg LEGAL, RISK MANAGEMENT, HUMAN RESOURCES, ENVIRONMENTAL, EQUAL OPPORTUNITIES)

Failure to adequately manage and monitor performance and risk management actions will expose the Council to an unacceptable level of risk.

ANY OTHER COMMENTS

RETURN TO DIRECTOR – HOUSING & COMMUNITIES AS SOON AS A DECISION IS MADE OR AS REASONABLY PRACTICABLE THEREAFTER