


**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>	
West Midlands Employers – Guarantee Agreement in relation to Administration Agreement (Pension)	
<u>DECISION REFERENCE</u>	<u>SOURCE OF AUTHORITY AND REFERENCE</u> (i.e. Committee/Constitution/Minute No. etc.)
DO/97/2026 (TS)	<p>Constitutional delegations:</p> <p>3D OFFICER DELEGATIONS - Part A - General Delegations 3D.5 Functions allocated to the Chief Executive & Deputy Chief Executive e) Respond to any consultation document on Executive functions in consultation with the Leader and/or relevant portfolio holder.</p> <p>3D.5 Functions allocated to the Chief Executive & Deputy Chief Executive a) Any function delegated to a Strategic Director or Assistant Director or other officer.</p> <p>3E OFFICER DELEGATIONS - Part B - Specific Delegations 3E.12 Solicitor to the Council d) Keep in safe custody the Common Seal of the Council, and affix and attest the Common Seal to those documents, which in his/her opinion should be sealed.</p>
<u>DATE OF DECISION</u>	<u>DECISION MAKER</u> (Name and Job Title)
<u>12 March 2026</u>	 Tom Shardlow Chief Executive Officer

RECORD OF THE DECISION

a) The issue

West Midlands Employers, of which the Council is currently a shareholder is transferring its pension arrangements from the administration of Staffordshire County Council to West Midlands Employers Administration.

All member councils are required to sign and seal the agreement to support this transfer.

NB the council has the intention to leave this partnership, which is subject to a separate member decision, however the council does need to fulfil its administrative duties whilst it remains a member.

b) The Decision

Agreement is sealed and signed to support the transfer.

REASON FOR THE DECISION

This is an administrative decision to support West Midlands Employers pension administration.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED IN MAKING THE DECISION

To not sign would prevent this action being taken. All other member council have signed.

WARD RELEVANCE

N/A

FINANCIAL AND BUDGET IMPLICATIONS

N/A

CONSULTATION UNDERTAKEN WITH MEMBERS/OFFICERS

Section 151 Officer
Monitoring Officer
Leader of the Council / Portfolio Holder

ANY CONFLICT OF INTEREST DECLARED BY ANY MEMBER CONSULTED

N/A

IN RESPECT OF ANY DECLARED CONFLICT BY A CABINET MEMBER, ANY DISPENSATION GIVEN BY THE HEAD OF PAID SERVICE (Note if the decision is a non-executive decision, no dispensation can be given).

N/A

EQUALITIES IMPLICATIONS (including any Equality Impact Assessment)

N/A

HUMAN RESOURCES IMPLICATIONS

N/A

FINANCIAL IMPLICATIONS

N/A

HEALTH EQUALITIES IMPLICATIONS

N/A

SECTION 17 CRIME & DISORDER IMPLICATIONS

N/A

RISK MANAGEMENT IMPLICATIONS

N/A

SME (SMALL/MEDIUM ENTERPRISES) & LOCAL ECONOMY IMPLICATIONS

N/A

ENVIRONMENTAL IMPLICATIONS

N/A

LEGAL IMPLICATIONS

As per agreement.

ANY OTHER COMMENTS

Decision made to support the administration of WME of which NBBC is a member.

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