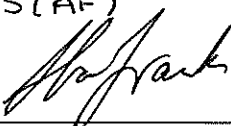


RECORD OF EXERCISE OF DELEGATED AUTHORITY BY OFFICER

<u>SUBJECT OF DECISION</u> : Amendment of job role requirements – Property Services Team.	
<u>DECISION REFERENCE</u> DO25 (AF) 	<u>SOURCE OF AUTHORITY AND REFERENCE</u> (i.e. Committee/ Constitution/Minute No. etc. Report to Managing Director 3 rd March 2015
<u>DATE OF DECISION</u> 3 rd March 2015	<u>DECISION MAKER</u> (Name and Job Title) Alan Franks, Managing Director
<u>RECORD OF THE DECISION</u> a) The issue: To ensure the Council is able to comply with its responsibilities are required by the Gas Safety (Installation and Use) Regulations 1998. b) The Decision: That the role of Mechanical and Electrical Surveyor be amended to Senior Mechanical Surveyor.	
<u>REASON FOR THE DECISION</u> To ensure there is appropriate professional capacity to robustly manage and monitor the Council's activities in relation to its gas installations.	
<u>ALTERNATIVE OPTIONS CONSIDERED AND REJECTED IN MAKING THE DECISION</u> To fail to provide appropriate provision for this activity would expose the Council to significant risk.	
<u>WARD RELEVANCE</u> Gas servicing, maintenance and renewal activities are undertaken to all properties across the borough.	
<u>FINANCIAL AND BUDGET IMPLICATIONS</u> The salary for the amended role is identical to that of the Mechanical and Electrical Surveyor role, which is already accounted for within the annual budgets.	
<u>CONSULTATION UNDERTAKEN WITH MEMBERS/OFFICERS</u> Consultation has been undertaken with the Human Resources team.	
<u>ANY CONFLICT OF INTEREST DECLARED BY ANY EXECUTIVE MEMBER CONSULTED</u> No	
<u>IN RESPECT OF ANY DECLARED CONFLICT, ANY DISPENSATION GIVEN BY THE HEAD OF PAID SERVICE</u>	
<u>EQUALITIES IMPLICATIONS</u> None.	

HUMAN RESOURCES IMPLICATIONS

The amendments have been subject to consistency checks by the Human Resources team and the appropriate Human Resources processes have been adhered to.

FINANCIAL IMPLICATIONS

The amendment is cost neutral

HEALTH EQUALITIES IMPLICATIONS

The role will support the installation of new, energy efficient gas central heating systems increasing the fuel efficiency of our, contributing towards a reduction in fuel poverty and associated health implications.

SECTION 17 CRIME & DISORDER IMPLICATIONS

RISK MANAGEMENT IMPLICATIONS

Failure to robustly manage the gas servicing, maintenance and renewal activities may expose the Council to risk of non compliance with regulation and therefore prosecution by the Health and Safety Executive.

ENVIRONMENTAL IMPLICATIONS

Reduction in emissions from social housing sector housing.
Improved housing conditions across the social housing stock

LEGAL IMPLICATIONS

None

ANY OTHER COMMENTS

**RETURN TO DIRECTOR – GOVERNANCE & RECREATION AS SOON AS
A DECISION IS MADE OR AS REASONABLY PRACTICABLE
THEREAFTER**