

Delegated Decision Notice

This form is the written record of a key, significant operational or administrative decision taken by an officer.

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|--------------------------------------|--|---|--|
| Decision type | <input type="checkbox"/> Key Decision | <input type="checkbox"/> Significant Operational Decision | <input checked="" type="checkbox"/> Administrative Decision |
| Approximate value | <input type="checkbox"/> Below £500,000 <input type="checkbox"/> £500,000 to £1,000,000 <input type="checkbox"/> over £1,000,000 | <input type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000 <input type="checkbox"/> £100,000 to £500,000 <input type="checkbox"/> Over £500,000 | <input type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000 |
| Director¹ | City Solicitor | | |
| Contact person: | Paul Simpson / Andy Hodson | Telephone number: 67963/88660 | |
| Subject²: | Consequential amendments to the Members' Allowances Scheme arising following application of annual uplift. | | |
| Decision details³: | <p>What decision has been taken? (Set out all necessary decisions to be taken by the decision taker including decisions in relation to exempt information, exemption from call in etc.)</p> <p>Following the agreement of the NJC pay award for 2021-22 amendments have been made to reflect consequential changes to Basic and Special Responsibility Allowances and Dependent Carer Allowances payable to Elected Members. These changes need to be reflected in the Council's Constitution to ensure it remains up to date.</p> | | |
| | <p>A brief statement of the reasons for the decision (Include any significant financial, procurement, legal or equalities implications, having consulted with Finance, PACS, Legal, HR and Equality colleagues as appropriate)</p> <p>Following approval of amends to the Members Allowances Scheme on 10th July 2019. The Members' Allowances Scheme contains a provision at paragraph 5.1 for allowances to be increased yearly on 1 October in line with the headline pay increase negotiated through the National Joint Committee for Local Government Employees (or equivalent). The agreed pay award necessitates consequential alterations to the Members' Allowances Scheme contained with the Constitution and the amendments are set out in Appendix 1 to this DDN.</p> | | |

¹ Give title of Director with delegated responsibility for function to which decision relates.

² If the decision is key and has appeared on the list of forthcoming key decisions, the title of the decision should be the same as that used in the list

³ Simply refer to supporting report where used as these matters have been set out in detail.

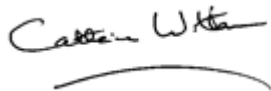
| | |
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| | <p>Article 15.2.3 provides that the City Solicitor, in her role as Monitoring Officer, is authorised to make any changes to any part of the Constitution which are required:</p> <ul style="list-style-type: none"> • as a result of legislative change or decisions of the Council or Executive to enable them to maintain it up to date; or • For the purposes of clarification only. |
| | <p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>The agreed pay award necessitates consequential alterations to the Members' Allowances Scheme contained with the Constitution.</p> |
| Affected wards: | n/a |
| Details of consultation undertaken⁴: | The Executive Member and all Group Leaders have been advised of the decision to amend the Allowance Scheme. |
| | <p>Ward Councillors n/a</p> |
| | <p>Chief Digital and Information Officer⁵ n/a</p> |
| | <p>Chief Asset Management and Regeneration Officer⁶ n/a</p> |
| | <p>Others</p> |
| Implementation | <p>Officer accountable, and proposed timescales for implementation</p> <p>The Section Head Civil Litigation is accountable for updating the Constitution</p> |
| List of Forthcoming Key Decisions⁷ | <p>Date Added to List:-</p> |
| | <p>If Special Urgency or General Exception a brief statement of the reason why it is impracticable to delay the decision</p> |
| | <p>If Special Urgency Relevant Scrutiny Chair(s) approval</p> <p>Signature _____ Date _____</p> |
| Publication of | <p>If not published for 5 clear working days prior to decision being taken the reason why not possible:</p> |

⁴ Include details of any interest disclosed by an elected Member on consultation and the date of any relevant dispensation given.

⁵ See Officer Delegation Scheme (Executive Functions) CDIO must be consulted in relation to all matters relating to the Council's use of digital technology

⁶ See Officer Delegation Scheme (Executive Functions) CAMRO must be consulted in relation to all matters relating to the Council's land and buildings.

⁷ See Executive and Decision Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only

| | | |
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| report⁸ | If published late relevant Executive member's approval | |
| | Signature | Date |
| Call In | Is the decision available ⁹ for call-in? | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| | If exempt from call-in, the reason why call-in would prejudice the interests of the council or the public: | |
| Approval of Decision | Authorised decision maker ¹⁰ City Solicitor | |
| | Signature  | Date 17 March 2022 |

⁸ See Executive and Decision Making Procedure Rule 3.1. Complete this section for key decisions only

⁹ See Executive and Decision Making Procedure Rule 5.1. Significant operational decisions taken by officers are never available for call in. Key decisions are always available for call in unless they have been exempted from call in under rule 5.1.3.

¹⁰ Give the post title and name of the officer with appropriate delegated authority to take the decision.