

Delegated Decision Notice

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

Decision type	<input checked="" type="checkbox"/> Key Decision	<input type="checkbox"/> Significant Operational Decision	<input type="checkbox"/> Administrative Decision
Approximate value	<input type="checkbox"/> Below £500,000 <input type="checkbox"/> £500,000 to £1,000,000 <input checked="" 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	Director of Adults and Health		
Contact person:	Nyoka Fothergill	Telephone number: 0113 37 88800	
Subject²:	Managing social work/occupational therapy workforce		
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>The Deputy Director of Adults and Health:</p> <p>Approved the expansion of the current staffing structures to support the transformation as set out in the Executive Board report, which would support an increase in staffing numbers for both Social Work and Occupational Therapy roles. In addition to this, noted the need to ensure the management structures are appropriate in line with this proposal, so the proposal will also include an expansion of the team manager numbers.</p> <p>Approved the variation to the contract (attached) to enable the continued funding of the Peri Team. The current funding ends on 29/04/22 and is not recurrent. This report is seeking ongoing funding for a further six months.</p> <p>Given the amounts involved in the recommendations, the first decision is a Key Decision and subject to call in. However, the second decision falls within the definition of a Significant Operational Decision and is not subject to call-in.</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>		

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.

	Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision
Affected wards:	
Details of consultation undertaken⁴:	Executive Member of Health, Wellbeing and Adults was consulted on 25 th April 2022
	Ward Councillors
	Chief Digital and Information Officer ⁵
	Chief Asset Management and Regeneration Officer ⁶
	Others
Implementation	Officer accountable, and proposed timescales for implementation The service is currently undertaking a rolling recruitment process, and this will enable vacancies to be filled more regularly as well as providing capacity for staff to be released to undertake the transformational activity.
List of Forthcoming Key Decisions⁷	Date Added to List:- 25 th March 2022
	If Special Urgency or General Exception a brief statement of the reason why it is impracticable to delay the decision
	If Special Urgency Relevant Scrutiny Chair(s) approval Signature _____ Date _____
Publication of	If not published for 5 clear working days prior to decision being taken the reason why not possible:

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

report⁸	If published late relevant Executive member's approval	
	Signature	Date
Call In	Is the decision available ⁹ for call-in?	<input checked="" type="checkbox"/> Yes <input 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 Shona McFarlane – Deputy Director of Adults and Health	
	<i>Shona McFarlane</i>	Date 27 th April 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.