

Delegated Decision Notice (DDN)

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

Decision type	<input type="checkbox"/> Key Decision	<input checked="" 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 type="checkbox"/> over £1,000,000	<input checked="" type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000 <input checked="" 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 Children & Families		
Contact person:	Gemma Taskas	Telephone number: 07712 214486	
Subject²:	Children & Families Senior Leadership Team Proposals		
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 Director Children & Families has approved the following changes to the senior leadership team structure:</p> <p>The redesignation of the Head of Service Learning and Head of Service Learning Inclusion to Chief Officer Learning and Chief Officer Learning Inclusion.</p> <p>Approve additional short term, part time consultancy support to provide additional senior capacity across Learning & Learning Inclusion to prepare for the impending SEND inspection.</p> <p>Confirming the Chief Officer Social Work in role on a permanent basis with effect from the date this report is approved.</p> <p>Creation of a 12 month temporary Chief Officer Family Help, Dir 70%.</p> <p>A temporary, 12 month honorarium to DIR 70% for the Chief Officer Strategy & Resources with effect from the date the report is approved.</p> <p>The flexible deployment of a Programme Manager, Dir 45% from Adults & Health to Children & Families.</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.


	<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 the recent changes at Director level and appointment of an interim DCS it was an ideal opportunity to take stock of the current leadership arrangements. The new structure proposals provide leadership stability for the Children & Families Directorate and additional capacity to address the current and future challenges.</p>
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>A number of different structural options were considered and could have been proposed. However, to provide the required capacity and stability for the Directorate these proposals are considered the most effective.</p>
Affected wards:	N / A
Details of consultation undertaken⁴:	Executive Member Cllr Venna
	Ward Councillors
	Chief Digital and Information Officer ⁵
	Chief Asset Management and Regeneration Officer ⁶
	Others Trade Unions – meeting and via email
Implementation	<p>Officer accountable, and proposed timescales for implementation</p> <p>HR colleagues will implement these proposals with effect from the date of approving the report.</p>
List of Forthcoming Key Decisions⁷	Date Added to List:- N / A
	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

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

	Signature	Date	
Publication of report⁸	If not published for 5 clear working days prior to decision being taken the reason why not possible:		
	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		
	Julie Longworth – Director of Children & Families		
	Signature	Date: 12/10/22	
			

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.