

**OFFICER DELEGATION SCHEME
RECORD OF OPERATIONAL DECISION**








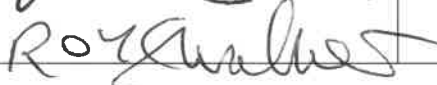
TO BE UPLOADED TO THE E-MEETINGS MANAGER

Date: 22 March 2018	Ref No: 1616
Type of Operational Decision:	
Executive Decision <input checked="" type="checkbox"/>	Council Decision <input type="checkbox"/>
Status:	
Title/Subject matter:	
Convert Social Care Officer post within existing budget to Social Worker ASYE post.	
Budget/Strategy/Policy/Compliance – Is the decision:	
(i) within an Approved Budget	yes
(ii) not in conflict with Council Policy	yes
(iii) not raising new issues of Policy	yes
Equality Impact Assessment [Does this decision change policy, procedure or working practice or negatively impact on a group of people? If yes – complete EIA and summarise issues identified and recommendations – forward EIA to Corporate HR]	no

Details of Operational Decision Taken [with reasons]:

The SCO post has been vacant since previous worker left the Council (Oct 2017). The complexity of work now required within the Acute Hospital setting means a need for more qualified workers able to undertake legal processes of mental capacity assessments, safeguarding processes, and overall complexity of casework needing that level of qualification. It is my intention in converting the role to SW ASYE to support provision of an additional social worker on the team. The ASYE role would mean annual recruitment to the 12 month ASYE programme (SW post-qualifying assessed and supported process), thus enabling a potential annual development opportunity within this team for students qualifying post-placement within Bury, thus supporting the 'Grow Your Own' ethos within Adult Care, whilst also supporting succession planning in the team/ Authority.

Cost of an SCO post is £25,951 and the ASYE is £29,323, leaving a shortfall of £3372. The SCO post has been vacant since November 2017 and there is an additional 2 days SCO post vacancy ongoing (saving of £10,380 minus additional cost of converting to ASYE of £3372 = £7,008).

Decision taken by:	Signature:	Date:
Interim Executive Director, Resources & Regulation		16/4/18
Interim Executive Director, Communities and Wellbeing		5/4/2018.
Head of Workforce – Communities and Wellbeing		18/4/18
Members Consulted [see note 1 below]		
Cabinet Member/Chair		06/04/2018
Lead Member		17/04/18.
Opposition Spokesperson		19/4/2018

Notes

1. It is not generally a requirement to consult with any Members on Operational Decisions but where a Chief Officer considers it necessary to consult with the appropriate Cabinet Member and/or Lead Member, they must sign the form so as to confirm that they have been consulted and that they agree with the proposed action. The signature of the Opposition Spokesperson should be obtained to confirm that he/she has been consulted.
2. **This form must not be used for urgent decisions.**