



## OFFICER DELEGATION SCHEME RECORD OF OPERATIONAL DECISION



<b>Date:</b> 21.06.19	<b>Ref No:</b> CS 599
<b>Type of Operational Decision:</b>	
<b>Executive Decision</b> <input type="checkbox"/>	<b>Council Decision</b> <input type="checkbox"/>
<b>Status:</b> Agreement sought to progress the recruitment of a Tenancy Support role to work specifically with Care Leavers as part of the Bury Care Leaver Offer.	
<b>Title/Subject matter:</b> The post has been created after a successful funding bid to the Anti-Poverty and Homelessness fund. A Job description and person specification has been completed and the job grade has now been evaluated. As this is a new post then I require delegation to proceed with this recruitment. The role will assist Care Leavers in preparing for and maintaining tenancies, it will support with the development of life/semi-independent skills and assist to stabilise placements/tenancies at risk of disrupting. Moderation has been completed and this role is confirmed at a Grade 8.	
 Job Description - Housing Support W	
<b>Budget/Strategy/Policy/Compliance – Is the decision:</b>	
(i) within an Approved Budget	yes
(ii) not in conflict with Council Policy	No
(iii) not raising new issues of Policy	No
<b>Equality Impact Assessment</b> [Does this decision change policy, procedure or working practice or negatively impact on a group of people? <b>If yes</b> – complete EIA and summarise issues identified and recommendations – forward EIA to Corporate HR]	No
<b>Details of Operational Decision Taken</b> <i>[with reasons]:</i>	
<b>Decision taken by:</b>	<b>Signature:</b>
Director or Chief/Senior Officer	
	<b>Date:</b> 25/6/19

<b>Members Consulted [see note 1 below]</b>		
Cabinet Member/Chair	T. T. Lee	02/07/19
Lead Member		
Opposition Spokesperson	Mr. A. Paul	10/09/19
<b>Notes</b>  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. <b>This form must not be used for urgent decisions.</b>		

**TO BE UPLOADED TO THE INTERNET BY DEMOCRATIC SERVICES**