

OFFICER DELEGATION SCHEME RECORD OF OPERATIONAL DECISION



Date: 31/05/2019		Ref No: CS 578	
Type of Operational Decision:			
Executive Decision <input type="checkbox"/>		Council Decision <input type="checkbox"/>	
Status: NON KEY			
Title/Subject matter: Establishment of post of Assistant Director – Early Help & School Readiness			
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]:

Following the completion of formal consultation with Trade Unions and employees, and the approval of the HR & Appeals Committee, to proceed to establish a new post of Assistant Director (Early Help & School Readiness). The post has been graded as Chief Officer Band D.

The post will lead a newly formed Division, bringing together a set of services from across the existing Education & Inclusion and Social Care portfolios into a cohesive and integrated service.

The remit of the post will include developing and leading:


- Integrated locality based Early Help services, including Children's Centres, pre-threshold social care and youth offending services.
- School Readiness and School Attendance Teams
- Youth, youth participation and Connexions services

The key deliverables of the post will be:-

- To develop and deliver effective integrated locality based early help services across the borough.
- To strategically drive and embed the school readiness agenda, ensuring that all Bury children have the best possible start in education.

The role is required to ensure that there is dedicated senior management capacity to develop these crucial areas of work. Successful intervention and support at an early stage will support the management of demand pressures on statutory social services, facilitating the delivery of cost savings over the medium term.

This will be funded from within the Early Years Block of the Dedicated Schools Grant.

Decision taken by:	Signature:	Date:
Director or Chief/Senior Officer		17/06/19
Members Consulted [see note 1 below]		
Cabinet Member/Chair		11/06/19
Lead Member		
Opposition Spokesperson		10/09/19

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.**