


OFFICER DELEGATION SCHEME RECORD OF OPERATIONAL DECISION



TO BE UPLOADED TO THE E-MEETINGS MANAGER

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| Date: September 3rd | | Ref No: LR064 | |
| Type of Operational Decision: | | | |
| Executive Decision | <input checked="" type="checkbox"/> | Council Decision | <input type="checkbox"/> |
| Status: Publication | | | |
| Title/Subject matter: | | | |
| Increase hours of the Senior Adult Learning Manager Quality Improvement | | | |
| Budget – Is the decision: | | | |
| (i) within an Approved Budget | yes | | |
| (ii) not in conflict with Council Policy | no | | |
| (iii) not raising new issues of Policy | no | | |
| 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 request is to increase the hours of the Senior Adult Learning Manager Quality Improvement from 18.5 hours to 22.12 hours on a temporary basis to be reviewed on the 30 th November The post approved was for 18.5 hours and has been recruited to this week. The post was originally a 3 day post and was reduced to 18.5 at the request of the previous post holder for work life balance. . On reflection, the request for approval should have been to return the post to its original hours as the volume of work for the post holder has increased due to Covid 19 in terms of supporting continuous staff development and remote teaching and learning, which is here to stay, the new demands from Ofsted and the New Education Inspection Framework and GMCA performance and compliance audits which is a recent development since devolution and is managed by the Quality Lead. The additional cost to the Service up to the 30 th November will be £ 1,162.50 The additional 3.6 hours will be funded through the savings on the CQL ICT and Business Development, £584.25 and reduction in the budget for publicity and marketing £350.00 and ICT resources £228.25. | | | |
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| Director or Chief/Senior Officer |  | 07.09.20 |
| Members Consulted [see note 1 below] | | |
| Cabinet Member/Chair | T.Rafiq (via email) | 10.09.20 |
| Lead Member | | |
| Opposition Spokesperson | | |
| 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. | | |