

**OFFICER DELEGATION SCHEME  
RECORD OF DECISION**



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

<b>Date:</b> 10 December 2021	<b>Ref No:</b> CS649
<b>Responsible Officer:</b> Cath Atherden, Service manager, Inclusion	
<b>Type of Decision (please refer to MO Guidance):</b>	
<b>Key</b>	<input type="checkbox"/>
<b>Non-Key</b>	<input checked="" type="checkbox"/>
<b>Freedom of Information Status:</b> <i>(can the report go in the public domain)</i> Not restricted	
<b>Title/Subject matter:</b> Establishment of TLR2b allowance to a Specialist Teacher post within the Additional Needs Team.	
<b>Budget/Strategy/Policy/Compliance:</b>	
(i) Is the decision within an Approved Budget?	Yes/no
(ii) Is the decision in conflict with the council's policies, strategies or relevant service plans?	Yes/no
(iii) Does the decision amend existing or raise new policy issues?	Yes/no
(iv) Is the decision significant and/or does it meet the £100,000 threshold for recording?	Yes/no – if yes please state;
<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

**Summary:**

As Inclusion Service has lost a significant number of posts over the last few years, the remaining staff have had to take on additional responsibilities to ensure that the service can continue to operate as per the service's regular custom and practice.

The service has not been reviewed in the last four years since it was restructured into its current form, despite plans to do this. It has come to my attention that one of the posts affected is for a teacher in the Cognition and Learning Team. This teacher has been carrying out the same duties as a Specialist Teacher, however this has not been accommodated in any review of the Job Description.

Although this is not something new, a potential equal pay issue has arisen since the post holder brought this to my attention, which I am keen to resolve.

The decision is to establish an allowance at TLR2b level (annual value £4,787 totalling approximately £6,500 with on-costs) which will be attached to a Specialist Teacher post in the Additional Needs Team. This is a permanent responsibility.

The cost of the TLR2b can be met through reducing the vacant FTE Specialist Teacher to 4 days / 26 hours. This would give a saving of about £12.5k with oncosts. This post has been vacant for over a year and is unlikely to be filled.

In terms of the pay policy for Teachers, a TLR2b is appropriate because this post:





- Is focused on teaching and learning
- Requires the exercise of the teacher's professional skill and judgement
- Requires the teacher to lead, manage and develop a subject or curriculum area, or to lead and manage pupil development across the curriculum
- Has an impact on the educational progress of pupils other than the teacher's assigned class or groups of pupils
- Involves leading, developing and enhancing the teaching practice of others.

The decision is to establish the TLR2b from 1 September 2021.

**Wards affected:** N/A

**Consultations:** Teaching Associations

**Scrutiny & Review Committee Interest:** N/A

<b>Options considered:</b> None		
<b>Decision</b> <i>[with reasons]</i> With effect from 1 September 2021 to establish a TLR2b to deliver specialist teaching in the Additional Needs Team.		
<b>Decision made by:</b>	<b>Signature:</b>	<b>Date:</b>
Acting Executive Director Isobel Booter		20.12.2021
S151 Officer		20.12.2021
Director of People and Inclusion Sam McVaigh		20.12.21
<b>Members Consulted</b> <i>[see note 1 below]</i>		
Cabinet Member		20.12.21
Lead Member		
Opposition Spokesperson		

<b>Notes</b>
<ol style="list-style-type: none"> <li>Where, in accordance with the requirements of the Officer Delegation Scheme, a Chief Officer consults with the appropriate Cabinet 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 if required, to confirm that he/she has been consulted. Please refer to the MO Guidance.</li> <li><b>This form must not be used for urgent decisions.</b></li> <li>Where there is any doubt, Corporate Directors should err on the side of caution and seek advice from the Council's Monitoring Officer.</li> </ol>