

**OFFICER DELEGATION SCHEME
RECORD OF DECISION**

TO BE UPLOADED TO THE INTERNET BY DEMOCRATIC SERVICES

Date: 14/11/2023	Ref No: 2192
Responsible Officer: Adrian Crook - Director Adult Social Care	
Type of Decision (please refer to MO Guidance):	
Key	<input type="checkbox"/>
Non-Key	<input checked="" type="checkbox"/>
Freedom of Information Status: <i>(can the report go in the public domain)</i> Not Exempt	
Title/Subject matter: Recruitment of 1 x Senior Occupational Therapist	
Budget/Strategy/Policy/Compliance:	
(i) Is the decision within an Approved Budget?	Yes
(ii) Is the decision in conflict with the council's policies, strategies or relevant service plans?	No
(iii) Does the decision amend existing or raise new policy issues?	No
(iv) Is the decision significant and/or does it meet the £100,000 threshold for recording?	No

<p>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]</p>	<p>No</p>
--	-----------

Summary:

Bury Adult Social Care is committed to improving the support it offers to both children and adults.

As part of our ongoing improvement plans to ensure equipment and adaptations are provided more promptly an additional senior OT post will be created to work within our Disability Services

The creation of this post will enable the council to more promptly carry out assessment of our children and young people for equipment and adaptations.

In addition to this post the current OTs in the service will receive bespoke training on assessments of children and younger people enhancing the service further.

Temporary posts and agency staffing has been used to fill this need over the last 3 years but this proposal enables a permanent post to be created and permanent recruitment used rather than continued agency work

Financial Requirements

Post	Cost
Create 1 x Senior OT	£55,401
Total Investment	£55,401

This investment is fully funded by recurrent funding from the Children's Social Care Department.

As part of the monthly budget monitoring cycle, Finance and Budget holders within the Adult Social Care Operational team will track the expenditure linked to the new post ensuring that all expenditure aligns to the funding provided. Any financial risks/pressures identified will be highlighted to the Director of Adult Social Services as part of the monthly budget monitoring cycle whereby an action plan will be deployed to mitigate any financial risks/ pressures.

Human Resources

The post of 1 x Senior occupational therapist will be established in the disability service. The role is grade 13 and an existing and evaluated job description will be used. The role will be permanent.

Wards affected: N/A

Consultations: N/A


Scrutiny & Review Committee Interest: n/a

Options considered:

To utilise continued use of agency

Decision *[with reasons]*

Establish and employ 1 x Senior OT to improve the provision of adaptations to Children and young People and reduce reliance on agency staffing.

Decision made by:	Signature:	Date:
Executive Director – Health and Adult Care		18 December 2023
Section 151 Officer		15.12.23
Director of People and Inclusion		19 December 2023
Members Consulted <i>[see note 1 below]</i>		
Cabinet Member		18 December 2023
Lead Member - HR		19 December 2023
Opposition Spokesperson		

Notes

1. 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.
2. **This form must not be used for urgent decisions.**
3. Where there is any doubt, Corporate Directors should err on the side of caution and seek advice from the Council's Monitoring Officer.