

**RECORD OF EXERCISE OF DELEGATED AUTHORITY BY OFFICER PURSUANT TO
REGULATION 13 OF THE LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS)
(MEETINGS AND ACCESS TO INFORMATION) (ENGLAND) REGULATIONS 2012 &
THE OPENNESS OF LOCAL GOVERNMENT BODIES REGULATIONS 2014**

<u>SUBJECT OF DECISION</u>	
The temporary appointment of an Interim Head of HEART to mitigate a gap in senior management of HEART w.e.f. 1 st March 2025 for 4 months	
<u>DECISION REFERENCE</u>	<u>SOURCE OF AUTHORITY AND REFERENCE</u>
DO/72/2025 (JG)	Constitution Ref:- 3D.1,b) and c) and 3D.2 b)
<u>DATE OF DECISION</u>	<u>DECISION MAKER (Name and Job Title)</u>
<u>21.02.25</u>	Jane Grant - Assistant Director -Strategic Services
<u>RECORD OF THE DECISION</u>	
<p>a) The issue</p> <p>At the end of March 2025 the HEART service will be faced with an absence of both the Head of HEART, and the HEART manager- the 2 most senior positions. Additional to this the AD- Strategic Housing will also have left the Authority. While arrangements are put in place to consider recruitment options it will be necessary to ensure mitigation is put in place to manage the service. The service is County wide and hosted by NBBC.</p> <p>HEART Board have approved a proposal to appoint an interim Head of Service, by way of an arrangement with NWBC to share their Private Sector Housing Manager for a period of 4 months on a 3 day per week basis- this officer is employed by NWBC via an Agency. The budget for this period of time is in place and has been verified by the finance business partner. HR have also checked the proposal, as have procurement- both satisfied with the proposal.</p> <p>b) The Decision</p> <p>To proceed with the arrangement to use this officer as an interim Head of Service for a 4 month period commencing 10th March, 3 days per week.</p>	

<p><u>REASON FOR THE DECISION</u></p> <p>There are no other options available to cover senior positions in the interim and the service is responsible for multi million pounds of Grants across the County. It is essential that there is a Service Head in charge during the period of time.</p>
<p><u>ALTERNATIVE OPTIONS CONSIDERED AND REJECTED IN MAKING THE DECISION</u></p> <p>Existing staff member to step-up. This is not possible within the current staffing/teams, and with the most senior Manager also leaving.</p>
<p><u>WARD RELEVANCE</u></p> <p>Borough and County wide- this is a County wide service hosted by NBBC</p>
<p><u>FINANCIAL AND BUDGET IMPLICATIONS</u></p> <p>No implications- budget is in place as a result of salary savings</p>
<p><u>CONSULTATION UNDERTAKEN WITH MEMBERS/OFFICERS</u></p> <p>Portfolio Holder- Housing HEART Board SD- Housing and Community Safety</p>
<p><u>ANY CONFLICT OF INTEREST DECLARED BY ANY MEMBER CONSULTED</u></p> <p>none</p>
<p><u>IN RESPECT OF ANY DECLARED CONFLICT BY A CABINET MEMBER, ANY DISPENSATION GIVEN BY THE HEAD OF PAID SERVICE</u> (Note if the decision is a non-executive decision, no dispensation can be given).</p> <p>n/a</p>
<p><u>EQUALITIES IMPLICATIONS</u></p> <p>None</p>
<p><u>HUMAN RESOURCES IMPLICATIONS</u></p> <p>HR have been consulted and there are no implications</p>
<p><u>FINANCIAL IMPLICATIONS</u></p> <p>None- Budget is in place as confirmed by Finance Business Partner</p>

<p><u>HEALTH EQUALITIES IMPLICATIONS</u></p> <p>The delivery of DFGS/Warm Home Grants and adaptations to support households to remain in their homes is a mechanism that can address health inequalities across the County within communities.</p>
<p><u>SECTION 17 CRIME & DISORDER IMPLICATIONS</u></p> <p>none</p>
<p><u>RISK MANAGEMENT IMPLICATIONS</u></p> <p>Had this proposal been rejected this would place NBBC in a high risk position reputationally and in terms of being able to deliver the DFG services across the County, as the host for HEART.</p>
<p><u>ENVIRONMENTAL IMPLICATIONS</u></p> <p>none</p>
<p><u>LEGAL IMPLICATIONS</u></p> <p>Local Authorities (Goods and Services) Act 1970</p>
<p><u>ANY OTHER COMMENTS</u></p> <p>none</p>

PLEASE RETURN TO THE MONITORING OFFICER AS SOON AS A DECISION IS MADE OR AS REASONABLY PRACTICABLE THEREAFTER