

Decision by officer following Specific Delegation from Council/Committee

1	Committee delegating decision	Personnel Sub-Committee
2	Date of meeting	11 January 2016
3	What decision was delegated: <i>(from decision notice/minutes)</i>	RESOURCING ELECTORAL ACTIVITY ii) authority be delegated to the Head of Resources and Organisational Development and the Chief Finance Officer, in consultation with the Chairman of the Personnel Sub-Committee, to determine the best option to maintain the necessary level of resource to support electoral activity up to the end of May 2016.
4	Minute number	8
5	Any declarations of interest made by Councillors at the Committee in relation to this decision.	No
6	Date delegated decision made:	11 April 2016
7	Officer making the decision:	Chief Finance Officer (in consultation with the Electoral Registration Officer / Returning Officer)
8	What decision was made under the delegation?	To allocate staff from the Business Transformation team to act as project manager and project support, and to set up a 'call-off' arrangement for expert electoral advice as and when needed.
9	Reason(s) for the decision taken:	To ensure that sufficient resources were available to support the PCC election and the EU referendum.
10	Were any other options considered and why were they rejected?	Bringing in interim support for the Elections team. This didn't prove possible because of the national demand for electoral staff for both the PCC election and the EU referendum, so the decision was taken to allocate additional internal resources and to ensure that expert advice was available if complicated queries arose.
11	Documents that were considered when making this decision: <i>(The documents must be kept for 4 years from the date of decision)</i>	None.

12	Any reasons why part or all of this report should be redacted before publication	No.
-----------	--	-----