Purpose of report:

To comply with the decision of Personnel Sub Committee on 15th June 2020 that a summary report be brought back to this Committee as and when the Chief Executive has exercised the delegation to authorise minor variations to the hours of individuals.

Attachment:
None

1.0 Background

1.1 Further to the Personnel Sub Committee on 15 June 2020 entitled “Personnel Scheme of Delegation”, it was decided:

that the delegated power be given to the Chief Executive to authorise variations to the hours of individual employees where those variations do not create a proposed increase to a budget or to the establishment and do not have the potential to trigger a redundancy.

2.0 Report

2.1 The following delegated decisions have been made:

<table>
<thead>
<tr>
<th>Date</th>
<th>Post no</th>
<th>Decision</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>12/09/2020</td>
<td>03/001</td>
<td>Increase of 7.4 hours</td>
<td>Hours on Establishment and budget in place</td>
</tr>
<tr>
<td>14/10/2020</td>
<td>03/308</td>
<td>Increase of 7.4 hours</td>
<td>Approval was given in respect of additional hours and the necessary budget at Full Council on 2 March 2020</td>
</tr>
</tbody>
</table>

3.0 Important issues to consider

3.1 Item to note only.

4.0 Equality and Diversity Implications

4.1 There are no equality implications arising from this report.

5.0 Privacy Impact Implications

5.1 There are no privacy impact implications as the data is non-identifiable and is of a generic nature.
6.0 Health Impact Assessments
6.1 There are no health impact implications relating to this report.

7.0 Legal Implications
7.1 There are no legal implications relating to this report.

8.0 Risk Management
8.1 There are no risk management implications relating to this report.

9.0 Resource and Financial Implications
9.1 There are no resource or financial implications arising from this report. The additional costs arising from these increased hours are within budget.

10.0 Constitutional Implications
10.1 The report is an information item and has no constitutional implications.

11.0 Implications for our Customers
11.1 The report is an information item and is for management use only

12.0 Corporate Outcomes
12.1 To ensure the efficient operation of the officer scheme of delegation in line with changing business needs

13.0 Recommendation
13.1 The Committee is recommended to note the report.

<table>
<thead>
<tr>
<th>Legal</th>
<th>Power: None</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Other considerations: None</td>
</tr>
</tbody>
</table>

| Background Papers: None |

| Person Originating Report: Stella Jinks, HRSS Manager (Interim) | ☑️ 01536 464655 ☉️ sjinks@east-northamptonshire.gov.uk |

Date: 26th October 2020

CFO 14.10.20 MO 14.10.20 CX 14.10.20