

# Decision Schedule

|                                 |                        |
|---------------------------------|------------------------|
| <b>Decision made by</b>         | <b>Chief Executive</b> |
| <b>Decision made on</b>         | <b>04 April 2024</b>   |
| <b>Date decisions published</b> | <b>04 April 2024</b>   |

| <b>Item no.</b> | <b>Agenda item</b>  | <b>Contact Officer</b>                                | <b>Decision</b>  | <b>*Key/ Non Key</b> | <b>**Last date for call in</b> |
|-----------------|---|---|--|----------------------|--------------------------------|
|                 | Change of Establishment: Waste and Environmental Services Manager | Michelle Howard<br>Director for Housing & Communities | <ol style="list-style-type: none"> <li>1. To formalise the direction approved within the <u>Council Budget Report</u> (February 2024) to establish a Waste and Environmental Services Manager role to enable effective oversight of both the delivery of existing services and implementation of a programme of environmental projects (including food waste collections) arising from changes in government policy.</li> <li>2. In line with the delegation provided by Council, to access the Corporate Priorities Reserve to supplement the existing budget until such time as the sufficiency or otherwise of the revenue grant funding is known and assessed.</li> <li>3. To confirm that subject to timescales associated</li> </ol> | Non-Key              | N/A                            |

|  |  |  |   |  |  |
|--|--|--|---|--|--|
|  |  |  | with recruitment, interim resources may be required, utilising the same funding, to bridge the transition period. |  |  |
|--|--|--|---|--|--|

## Call in

### **\*What is a Key Decision?**

A Key Decision is an [executive decision](#) likely to result in the Council:

- Incurring expenditure of £50,000 or more, or;
- Making savings or generate income of £50,000 or more, and/or
- Has a significant impact on two or more wards in the Borough and on communities living or working in those areas.

All Key Decisions will come into effect three working days (not including the date of publishing) after a decision has been published. The last date for call in will be included on the decision notice.

### **\*\*What happens once a Key Decision has been made?**

When a [Key Decision](#) is made the decision shall be published within two clear working days of being made.

Copies of the notice of decision shall be published;

- In hard copy (upon request) at the main offices of the Council.
- By email which will be provided to all members.
- On the website.

All Key Decisions will come into effect three working days (not including the date of publishing) after a decision has been published. The last date for call in will be included on the decision notice.

### **How can scrutiny members call in a Key Decision?**

The call-in request shall be on a completed [call-in request form](#) and include the names and signatures of six members excluding Cabinet Members, the decision making principles it is believed have been breached and also the reasons for this.