

General Exception Notice

Pursuant to the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 Notice of Key Decision

Decision to be taken and by whom

Appointment Interim Revenues and Benefits Manager

Director for Housing and Communities (Deputy Chief Executive) in consultation with Director for Corporate Services and Assistant Director for Governance & Democracy

Reasons why this is Key Decision

Value of work being commissioned likely to exceed £50,000

Why was not included in the Notice of Forthcoming Key Decisions and why it would not be practicable to defer the decision

Due to the unforeseen long term absence of the Revenues and Benefits Manager there is an urgent need to obtain interim support. There are insufficient skills and capacity within the team to undertake all of the work to an adequate standard. There is already a backlog within the team as a result of the additional burdens placed on councils from a range of covid related reliefs and grant schemes as well as cost of living support required.

There are core returns that need to be provided to the Government and preceptors as well as ensuring payments are collected efficiently and promptly to avoid arrears building up on accounts. There is work to be undertaken in the area of sundry debts.

It is not therefore practical to defer the decision.

List of documents submitted to the decision-maker

Contract exemption decision notice

Part of the Constitution authorising the decision

The Officer is authorised to make the decision under the Scheme of Delegation to waive contract procedure rules and appoint an interim Revenues and Benefits

Manager. The decision will not be made until at least 5 clear days have elapsed since the above bullet points were complied with.

Notice must be given in the first instance to the Chair of the Scrutiny Committee.

The General Exception procedure allows a Key Decision which has been omitted from the Notice of Forthcoming Key Decisions to be taken, provided 5 clear days has elapsed between informing the Chair of the Scrutiny Committee and making a copy of this notice available to the public (on the website and displayed in the Council Offices and the decision being taken).

Subject to any prohibition or restriction on their disclosure, copies of, or extracts from, documents submitted to the decision-maker in relation to the decision may be requested from the email address given below. In addition, the public may submit other documents relevant to the decision to the same email address.

Democracy@melton.gov.uk