

Record of Officer's Decision

The Openness of Local Government Bodies Regulations 2014 and the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Date of Decision:	13 July 2026
Decision Maker (Officer):	Lee Heley, Deputy Chief Executive, Corporate Director Place & Economy
Authority for Delegated Decision (Cabinet/Committee Decision or Scheme of Delegation – provide reference):	13/12/2024: Decision - Appointment of Head of Project Delivery Unit via Talent Bank Head of Project Delivery Unit.pdf
Identify which Portfolio Holder(s)/Committee Chairman consulted?	Cllr Mark Stephenson; Cllr Ivan Henderson
Ward Member(s) consulted?	N/A
Is it a Key Decision?	No
Is it subject to call-in?	No
Decision Made:	To extend the contract for the Head of Project Delivery Unit (PDU) by a further 60 days covering the period from the start of July to the end of November, in addition to the current 254 days contracted since December 2024; and to approve the allocation of a further £46,020 from the Project Delivery Unit budget to cover the costs.
Reason for Decision (if a report was produced to support the Decision, refer to or attach it):	Work within the PDU is ongoing to deliver a suite of capital projects across the District, alongside partners. In a Decision dated 13/12/2024, approval was given for the allocation of £190,250 to fund the recruitment of a Head of Project Delivery Unit (PDU) via Talent Bank. The current postholder's number of contracted days is due to expire and therefore consideration has been

	given to the remaining capital projects being delivered and the need for a 'Head of' role, and the value for money of the position continuing in line with other PDU staffing resource. The council is currently managing over £60m of capital delivery expenditure and requires experienced professional advisors to progress the works. It is therefore proposed to contract a further 60 days of the Head of Unit's time, and to allocate the required funding to pay for the costs from the Project Delivery Unit budget. It should be noted that some of the post holder's time can be capitalised against delivery of individual projects. The 'Head of' role is specifically focused on programme management and this decision brings forward the ability to transparently extend the contract with Talent Bank for uninterrupted work to continue in line with the original timeline set out for the PDU through to November 2026.
Highlight any associated risks/finance/legal/equality considerations:	The original allocation of £190,250 was agreed in the Decision dated 13/12/2024, and this Decision to extend the role's contract does not introduce any new financial, legal, or equality risks. The allocation of £46,020 will allow for the role to be brought in line with other staff within the PDU's timelines and continue the required programme management expertise for high-quality delivery of the suite of capital projects.
NEW: Details of Local Government Reorganisation and/or Devolution considerations	This contract extension will extend the role by 60 days to provide the PDU with the needed expertise. The extension will not impact upon Local Government Reorganisation or Devolution's timelines or milestones.
Details of any Alternative Options Considered and rejected (together with reasons):	To not extend the contract with required funding. The PDU requires the programme management and capital delivery expertise enabled by this postholder in order to manage and continue delivery on the suite of high-value, multi stakeholder capital projects which each has specific spend criteria and deadlines for use of the allocated funding via Central Government. To lose this resource would be detrimental to time-sensitive work and would cause cost to ongoing projects. To extend beyond 60 days. The PDU as a team is currently approved for a period of two years from November 2024. Work is ongoing to review the

	current position on a wider scale to ensure continued delivery of projects against value for money. The future of the Head of Role beyond November 2026 will be decided in line with the wider Project Delivery Unit.	
Details of any declarations of interest (by Portfolio Holder/Committee Chairman who was consulted by the officer, which related to the decision) If relevant, a note of the dispensation granted by the Monitoring Officer:	None	
Reason Decision, or supporting Report, is not published: <i>Tick one or more of the specific exemptions,</i> <u>and</u> <i>Give more information in the final box with regards to why the exemption applies and outweighs the public interest test (which is in favour of disclosure).</i>	Y	Not applicable – Decision and Concurrence to be published
	If Report is not to be published – tick one of the following boxes:	
		The report supporting the Decision contains confidential information
		The Report supporting the Decision falls within an exemption pursuant to Schedule 12A of the Local Government Act 1972 Information:
		• Relates to an individual
		• Likely to reveal the identity of an individual
		• Relating to financial or business affairs of a person or organisation
		• Relates to a claim for legal professional privilege in legal proceedings
		• Reveals that the Council proposes to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or to make an order or direction under any enactment
		• Relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime
<u>And</u> is exempt if and so long, as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information Reasons:		

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Officers

Signed:

Title:

Dated: