

Operational Executive Decision-Making Form

Operational Decision Record

Publication Date 12/04/22	Decision Reference Number 4596
Decision Title	
Approval of External Resources for Transformation and Improvement #41 – Portfolio Office – Programme Lead	
Decision Value	
Up to £98,000	
Revenue or Capital Spend?	
Revenue	
Department	
Finance & Resources	
Contact Officer (Name, job title, and contact details)	
Clive Heaphy – Corporate Director Finance & Resources	
Decision Taken	
External resource to support the Portfolio Office supporting the delivery of the Transformation & Improvement activity	
Reasons for Decision and Background Information	
<p>The role has established the transformation portfolio and is now required to initiate and embed the practices required to successfully achieve the levels of transformation needed in the short-term and to grow the capabilities required within the organisation to sustain the necessary level of change in the medium-term.</p> <p>This resource will be responsible for a mixture of coaching and developing council staff across a broad portfolio of change projects at all levels of the organisation. They will oversee a complex portfolio of work, helping in house and external resources to design projects, create processes, engage stakeholders, manage priorities, track progress, and assign activity across programmes, projects and delivery teams.</p> <p>The capacity, skillset and experience is not currently available within the organisation.</p> <p>Procurement is through the ESPO Framework 3S_18 – Strategic HR Services</p>	

This decision is an extension of Operational Executive Decision 4470

Other Options Considered and why these were rejected

There are no other options as this advice is specialised. This resource is to support the organisation in delivering a successful portfolio management and undertaking skill transference.

Reasons why this decision is classified as operational

This is a financial commitment of under £150,000
It involves the delivery of an agreed policy within a budget approved at Executive Board on 20 July 2021.

Additional Information

Decision Maker (Name and Job Title)

Mel Barrett - Chief Executive



Scheme of Delegation Reference Number

Authority delegated by Executive Board 20 July 2021

Date Decision Taken

12/04/22