OFFICER DECISION RECORD

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| **Officer:** Sarah Troman | **Date of Decision:** 05/04/22 |
| **Title/Reference:** Honorarium Payment – Employee Number 016290Ref: 22/20/NS |
| **Consultee Member (if applicable):** |
| **Record of Decision:****To be resolved by the Head of Neighbourhoods**1.1 To award an honorarium payment of £1,646.90 (exc. on-costs) to employee number 016290 in recognition of the specific work undertaken outside of contractual hours. |
| **Reasons for decision:** The installation team for Christmas lighting across the district consists of the Electrical Supervisor, 1 x Electrician and 1 x agency labourer. The Electrical Supervisor is required to be present for all major installations in order to ensure the work is carried out in accordance with Electrical Installation Regulations and Health & Safety procedures which includes all out of hours working.The employee‘s current pay scale is grade 5.4 which means that they would not usually qualify for overtime payments.The Councils T&Cs state overtime does not apply for grades 5.1 and is outside of the local agreement to make such payments, however, this type of payment has been made historically to employees who have exceeded normal working expectations in order to deliver a service.  |
| **Legal Powers / Authority:**The constitution stipulates at 3.01.18.1 that the Head of Neighbourhood Services has the power to:“To take all operational decisions in respect of the Council’s functions in respect of car parks, cemeteries and crematorium, fleet, trade waste, waste, transfer station, Hermitage Lane depot, parks and open spaces, street cleansing, town centre management and waste and recycling.” |
| **Implications:**You should also consult any other relevant officers if you think the decision will have an impact on their areas of responsibility. | **Relevant Legislation:**. |
| **Finance:** The additional payment will be made through existing budgets. |
| **HR:** N/A |
| **Climate Change:** N/A |
| **Data Protection:** N/A |
| **Human Rights:** N/A |
| **Equality and Diversity:** N/A |
| **In consultation with:**(Where applicable) | **Head of Paid Service:** N/A |
| **Deputy Monitoring Officer:** No specific comments. |
| **Section 151 Officer:** No specific comments. |
| **Signature of Decision Taker:**(Please do not ‘pp’) | **Sarah Troman** |

Please send all decision for publication to: Democratic Services, at democraticservices@mansfield.gov.uk.

All decisions with exempt information should be sent to Mark Pemberton, Democratic Services Manager at mpemberton@mansfield.gov.uk.