


DECISIONS DELEGATED TO OFFICERS


Decision title:	Approval of expenditure of c £400,000 from the Council's financial reserves to make a one-off ex-gratia payment to Oxford City Council staff to reflect the cost of living crisis.
Decision date:	25 October 2022
Source of delegation:	<p>Constitution Part 9.3(b):</p> <p>(b) The Head of Paid Service is authorised to take any urgent action necessary to protect the Council's interests and assets where time is of the essence and it is impracticable to secure authority to act where such authority would otherwise be required.</p> <p>The Head of Paid Service, in so acting, will be guided by budget and the policy framework, will consult the other Statutory Officers before acting and will report, in writing, as soon as practicable to the body which would otherwise have been required to give the necessary authority to act.</p> <p>Key decision procedures and call in procedures (Parts 15 & 17) will apply to any key decisions taken under this authorisation.</p>
What decision was made?	To approve expenditure of c£400,000 to fund a one-off ex-gratia payment of £500 to Oxford City Council staff to reflect the cost of living crisis. The sum is not within the Council's existing approved budget, and will be met from reserves.
Purpose:	The decision allows the Council to make a one-off payment which recognises the severe impact of the financial pressures facing staff, and which will provide help with the current cost of living crisis.
Reasons:	<p>The Council's staff resource is an asset of the Council. The one-off payment will allow the Council to provide support for its staff in the difficult financial climate.</p> <p>As the support is needed urgently, and to allow payment to be made in a timely way, the decision has been made by the Chief Executive (Head of Paid Service) using authority contained at Part 9.3(b) of the Constitution. The decision has been made in consultation with senior Council staff; the Leader of the Council; and other Group Leaders, and will be reported to Council in due course.</p>



Decision made by:	Caroline Green, Chief Executive (Head of Paid Service). Decision taken in consultation with Tom Hook, Executive Director (Corporate Resources); Nigel Kennedy, Head of Financial Services; and Susan Sale, Head of Law and Governance.
Other options considered:	Not to make a one-off ex-gratia payment. This option was rejected as it would not allow support to be provided to staff.
Documents considered:	None
Key or Not Key:	Key
Wards significantly affected:	None
Declared conflict of interest:	None
This form was completed by: Name & title: Date:	Emma Lund Committee and Member Services Officer 25 October 2022

Approval checklist

Approver	Name and job title	Date
Decision maker	Caroline Green, Chief Executive 	25 October 2022

Consultee checklist

Consultees	Name and job title	Date
Senior officer	Tom Hook, Executive Director (Corporate Resources) 	17 October 2022
Head of Financial Services	Nigel Kennedy, Head of Financial Services	17 October 2022

		
Head of Law and Governance	Susan Sale, Head of Law and Governance 	17 October 2022
Cabinet Member	Councillor Susan Brown, Leader	18 October 2022
Group Leaders	Councillor Dr Christopher Snowton, Leader of the Liberal Democrat Group Councillor Chris Jarvis, Leader of the Green Group	18 October 2022