

CAMBRIDGE CITY COUNCIL

Officer Urgent Decision - Record

Powers of the Chief Executive, Cambridge City Council-delegation

Decision(s) taken:	To delegate the direct powers and duties of the Chief Executive/Head of Paid Service as set out in the Council's Constitution to Jane Wilson from 15 November 2023 to 19 January 2024, when the Chief Executive is planning to take leave, including a period of unpaid parental leave.
Decision of:	Chief Executive
Date of decision:	26 October 2023
Matter for Decision:	It is important that the city council can continue to function in the temporary absence of its Chief Executive and that the correct authority is in place to permit another officer of the Council to carry out the full duties of the Chief Executive for the absence period.
Any alternative options considered and rejected:	N/A
Reason(s) for the decision including any background papers considered:	An urgent decision under paragraph 2 of section 9, Council Procedure Rules was chosen as the most appropriate means for making this decision. The Chief Executive consulted the Leader of the Council, the Chair and spokespersons of the Civic Affairs Committee and Opposition Group Leaders prior to confirming the decision.
Conflicts of interest and dispensations granted by the Chief Executive:	None.
Other Comments:	<p>The Articles of the Council's Constitution and the Council's scheme of delegation to officers set out specific references where decision making power, authority or responsibility rests with the post of Chief Executive. For the avoidance of doubt, this decision confirms that whilst the Chief Executive is absent and until their return, officer Jane Wilson is acting Chief Executive of Cambridge City Council.</p> <p>The Monitoring Officer had been consulted on the proposal prior to implementation and supported it.</p> <p>The Leader of the Council, opposition Group Leaders, the Chair and spokespersons of the Civic Affairs Committee were all consulted and supported the proposed decision.</p>
Reference:	2023/OfficerUrgent/SR/01
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