

DECISION UNDER DELEGATED POWERS

Subject	Amendment to Establishment – Environmental Health Posts
Officer Requesting Decision	Paul Pritchett Environmental Health & Community Safety Manager
Officer Making the Decision	David Burrows Assistant Director – Regulation and Safety
Authority for Decision	<p>Part 2B Scheme of delegation to officers of the Council’s Constitution.</p> <p>Delegated authority under the Council’s Constitution permitting Chief Officers to determine establishment changes within approved budgets and service areas, provided there is no additional financial commitment beyond that previously approved by Cabinet.</p> <p>Cabinet previously approved funding for two Environmental Health Officer posts. This decision seeks to amend the grade and role profile mix within the approved budget envelope, without increasing the overall financial commitment.</p>
Recommendation	<p>That the Assistant Director approves an amendment to the previously agreed establishment of two Environmental Health Officer posts to:</p> <ul style="list-style-type: none"> • One Principal Environmental Health Officer (grade increase); and • One Environmental Protection Officer (grade decrease); <p>with the total salary cost remaining within the previously approved budget allocation.</p>
Alternatives considered and rejected	<p>Option 1 – Proceed with two Environmental Health Officer posts (as originally approved)</p> <p>This option would maintain the original structure but would not provide sufficient senior technical capacity to lead on complex regulatory and enforcement functions arising from the Renters’ Rights Act 2025 and FSA Recovery efforts. It would also limit flexibility in addressing wider environmental protection workloads.</p>

	<p>Option 2 – Create two higher-graded posts This would increase financial pressure beyond the approved budget and is therefore not recommended.</p> <p>Option 3 – Create two lower-graded posts This would reduce senior regulatory capacity at a time of significant statutory change and may increase risk in relation to enforcement oversight and investigatory powers. The recommended blended structure provides appropriate senior oversight while maintaining operational delivery capacity within the existing financial envelope.</p>
Decision	Approve the amendment to the establishment as set out above.
Reason	The revised structure better reflects the operational requirements associated with implementation of the Renters' Rights Act 2025 and wider environmental protection functions, ensuring appropriate senior professional oversight while maintaining delivery capacity. It also addresses recruitment difficulties being experienced with existing EHO vacancy. The amendment is cost-neutral and remains within the budget previously approved by Cabinet.
Date	13/03/2026
Background Papers	Minutes of Cabinet confirming budget allocation for posts. Job Profiles for Principal Environmental Health Officer and Environmental Protection Officer
Decision record kept until	In accordance with the Council's Records Retention Schedule
Background papers kept until	In accordance with the Council's Records Retention Schedule.

Signed..... 

Dated.....13/03/2026.....