

Decision under Delegated Powers

Officer Requesting Decision

Alison Simmons – Head of Strategic and Private Sector Housing

Officer Making the Decision

Geoff Parker - Chief Executive

Recommendation

To create a new Technical Officer post at salary grade S01 (from cost centre F321) for 37 hours per week, with effect from 1st October 2017 until 31st March 2019. The Technical Officer will report to the Private Sector Housing Manager.

To reduce the hours in F320 salary budget for M210 by 37 for the same period – to finance the new post.

Reason

To implement Charnwood's participation in the Lightbulb Service Model in line with Cabinet Minute 113 (16/17), through the creation of a Technical Officer post prior to the consideration of the decision to second IFTE Housing Standards and Renewal Officer (M210) to the new role.

Authority for Decision

Section 8.1 of the Constitution gives the Chief Executive delegated authority to agree changes to the establishment, within budget and without major service or policy implications, affecting no more than five posts (irrespective of their post number) in any single case.

Decision and Date

APPROVED



18 JAN ~~2018~~
2018

Background

The Lightbulb proposal is a Hub and Spoke service delivery model. The 'spokes' comprise a Lightbulb team in each Council area (i.e. 7 local teams), supported by a Central Hub which will be operated by Blaby District Council.

The local Lightbulb teams (the 'spoke' element of the model) will be delivering the integrated service, i.e. functions that are currently carried out at District Council level and functions that are currently carried out by the County Council.

In May 2017, Cabinet resolved (Minute: 113 16/17) that participation in the Lightbulb Service Model would be on the basis of the Locality Team Option, whereby Charnwood Borough Council will directly employ a locality based Lightbulb team, which will include 1 FTE Technical Officer and deliver the service directly across the Borough (linking to the Central Hub to ensure consistency of operating procedures and resilience in the overall system).

Cabinet noted that County Council proposed to review how the Service was working after 12 months of operation (at the end of 2018) and, should funding provision for the Service change in the future, that Charnwood's participation in the project be reassessed at this time.

The existing Housing Standards and Renewal Officer role currently processes the full range of grants, including DFGs. This element of the role requires the inspection of dwellings and the preparation of detailed reports and work schedules and is therefore comparable with the Technical Officer role. In addition, the role involves private sector housing inspections and investigations.

The Technical Officer Job Description and Person Specification went through Job Evaluation on 23rd May 2017 and the role was evaluated at S01.

Comments from HR

HR Adviser: Anna Cairns (26/10/17) + reviewed again (20/12/17)

The new post has been evaluated in line with the Job Evaluation policy.

Financial Implications

Locality Area	Cabinet Report 11 May 17 (5.5) Full Year	Proposed Budget	Apportioned Sept to March 2017/18	Full 18 months 2017/18 & 2018/19
Charnwood	£	£	£	£
Locality Team	136,218	107,400	62,650	161,100
Central Hub	41,821	41,821	24,396	62,732
Unallocated Locality team	0	28,818	16,811	43,227
Cost	178,039	178,039	103,856	267,059
Funding				
County	95,082	95,082	55,465	142,623
District cost	82,957	82,957*	48,392	124,436*
	178,039	178,039	103,856	267,059

*The costs to the Council will be capitalised where this is applicable, reducing the amount of spend on DFG funding.

The salary budget and essential car user allowance for the 1 FTE Technical Officer post will be moved from F320 (the cost centre which includes 2FTE existing posts M210) to F321 (the new Lightbulb Service cost centre) for the remainder of 2017/18 pro rata and in full for 2018/19.

For 2017/18 the costs for the post are £38,300 salary +£1,400 car allowance (pro rata).

Risk Management

List risks in table below or state that 'No specific risks have been identified with this report'.

Risk Identified	Likelihood	Impact	Risk Management Actions Planned

Key Decision: No

Background Papers: Cabinet Minutes 11th May 2017