

**Decision under Delegated Powers
Contract Extension for the post of Syrian Vulnerable Persons
Resettlement Coordinator**

Officer Making the Decision:

Head of Strategic and Private Sector Housing – Alison Simmons

Recommendation:

Approval is given to extend the established Syrian Vulnerable Persons Resettlement Coordinator post from 24 months to 28 months to end on the 31st March 2019.

To approve the secondment of the Housing Officer Post No H150 to the Syrian Vulnerable Persons Resettlement Coordinator Post No M317 for a total of 3.5 days, between the 9th October 2017 and the 3rd November 2017.

Reason:

The Districts and Boroughs Chief Executives agreed on the 3rd March 2016 that Charnwood would take the lead and coordination role for Leicestershire and Rutland for the Syrian Vulnerable Persons Resettlement Scheme.


The Syrian Vulnerable Persons Resettlement Coordinator will continue to be the lead officer for the coordination of the Scheme; responsible for leading on all aspects of the programme, including managing support contracts and volunteers; negotiating with statutory and voluntary service providers; offering a supportive and welcoming environment.

The interim arrangements are necessary to cover the officer's duties to ensure the continuity of service delivery of the Scheme on behalf of the District and Boroughs across the County and Rutland County Council until the new post holder was in post.

Authority for Decision:

Section 8 of the Council Constitution contains authority for the Head of Paid Service (Chief Executive) 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 (item 6 on page 8-4 of the Constitution).

Decision and Date:


Alison Simmons
Head of Strategic
and Private Sector Housing
31st January 2018

Background:

The Syrian Vulnerable Persons Resettlement Scheme is a voluntary scheme and the local authority determines the number of refugees that can be assisted through

the scheme in their local authority area.

The Districts and Boroughs Chief Executives agreed on the 3rd March 2016 that Charnwood would take the lead and coordination role for Leicestershire and Rutland for the Resettlement Scheme.

All the District and Boroughs participating in the Scheme had all been consulted and agreed for the recruitment and payment for a Coordinator for the Scheme out of the Home Office funding for a period of 12 months and a Coordinator was appointed.

The Coordinator left the role and at the end of the 12 months it was agreed by all the District and Boroughs to extend the role for a further 12 months (a total of 24 months).

A second recruitment process was completed and a new Coordinator appointed who left after only 3.5 months, the role was then offered to the second placed applicant.

In order that a 16 month contract could be offered in line with the advertisement for the role the post duration needs to be extended from 24 months to 28 months to end on the 31st March 2019.

In the interim until the new Coordinator was in post a secondment was offered on a temporary basis to Housing Officer Post No H150 for a total of 3.5 days, between the 9th October 2017 and the 3rd November 2017.

The interim arrangements were necessary to cover the officer's duties to ensure the continuity of service delivery of the Scheme on behalf of the District and Boroughs across the County and Rutland County Council.

The Coordinator will continue to develop and implement the Scheme across the County and Rutland.

HR Implications:

HR Adviser: Katie Summers (23/10/17)

Please ensure the HR Secondment policy is followed and the correct e-forms are completed.

Financial Implications:

The Coordinators role is paid in full for 24 months by all the District and Boroughs participating in the Scheme through the Home Office funding supporting the Scheme.

The additional 4 months required and the interim arrangements will be financed by Charnwood through the Home Office funding, there are no direct financial implications to the Council.

