

Decision under Delegated Powers

DD018 16/17

Officer Requesting Decision

Strategic Director of Neighbourhoods & Community Wellbeing

Officer Making the Decision

Strategic Director of Neighbourhood and Community Wellbeing

Decision Requested

To increase the grade for the post of Leisure Contract and Business Manager H545 from PO2 to PO3, following consideration by a job evaluation panel. The regrade is to be backdated to 27/7/15 when the postholder commenced these additional/changed duties.

Reason

The duties had changed for this post over a period of time. This was partly as a result of changes in the leisure centre contract, but also increased support to other contracts and services within the directorate (i.e. Town Hall).

Authority for Decision

Section 8 of the constitution contains authority for the 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). This has been sub-delegated to Heads of Service in certain circumstances (DD 28 11/12) which this decision falls within.

Section 8.1 of the Constitution states that strategic directors may exercise the delegated powers of any head of service in their directorate in the absence of that head of service if no sub-delegations have been put in place by the head of service and there is a need for a decision to be taken prior to the return of the head of service (page 8-2).

Decision and Date

Chris Traill, Strategic Director Neighbourhoods & Community Wellbeing

C. Traill Agreed. 10.5.16

Background

The post has not been evaluated for over 5 years. During that time the previous role as leisure centre manager has changed, with a new contract let for leisure centre provision, there has been a greater emphasis upon contract and performance management, rather than service delivery.

In addition, following an audit and investigation into practices at the Town Hall, additional good practice measures of support from this post were recommended. This will give additional support to both the Head of Service and Town Hall Manager and additional performance management.

It is also intended that this will “mirror” other contract management roles within the Directorate (i.e. waste, recycle and open spaces), and sustain an ethos and good practice of contract rigour across the directorate.

Financial Implications

The backdated cost of this increase in 2015/16 (to 27/7/15) amounts to £975 (including on-costs), this has been covered by a reserved creditor / underspends within the Directorate. Going forward the increased cost of £5,200 of the post from April 2016 will be met from T001 A010 within revisions to the budget for this service area.

Risk Management

Risk Identified	Likelihood	Impact	Risk Management Actions Planned
Roles and responsibilities not clearly defined	Medium	Medium	Job description and person specification have been revised in consultation with postholder. Post now re-evaluated.