

Decision under Delegated Powers

Officer Requesting Decision

Children, Families and Partnerships Manager

Officer Making the Decision

Head of Neighbourhood Services

Recommendation

That approval be given to extend the post of Community Covenant Development Officer (M330) on 30 hours per week from 1st April 2021 until 31st August 2021. This post will continue to report to the Children, Families and Partnerships Manager in cost centre L016.

Reason

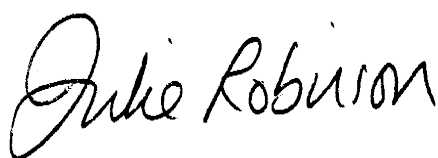
To enable the project to improve delivery of the Armed Forces Community Covenant in Charnwood, Melton and Rushcliffe Borough Council to continue.

Authority for Decision

DD002-2021 approved that the delegated function of the Head of Paid Service (Chief Executive) to agree changes to the establishment, within budget and without major operational disruption or interruption of services or involving a change from direct to indirect provision or vice-versa or other policy implications be assigned to Strategic Directors and Heads of Service, subject to such decisions:

- Relating solely to staff within the Strategic Directors /Head of Service's responsibility;
- Being within the existing budget for the service;
- Not resulting in the creation or deletion of posts, or potential redundancy situations;
- Only affecting officers graded PO4 and below, and
- Only being taken after consultation with the Council's Human Resources Service, Financial Services and Legal Services where appropriate.

Decision and Date



8.3.2021

Background

Charnwood Borough Council, together with Melton and Rushcliffe Councils, deliver a project aimed at identifying and supporting hard to reach Armed Forces service leavers and veterans. The need for such a service has been recognised by the MOD, and confirmed in an anticipated new statutory duty upon organisations including local authorities to pay due regard to our veteran community, enabling fair access to services.

DD025 17/18 provided approval to create the post of Community Covenant Development Officer M330 until the 31st March 2019, evaluated at SO2, reporting to the Children, Families and Partnerships Manager Post M239 in cost Centre L016. The post is now on the establishment. The project is grant funded externally by the Armed Forces Covenant Trust Fund (AFCTF).

DD025 2019 provided approval to extend the post until 31st July 2020 on 30 hours per week.

DD036 2020 provided approval to extend the post until 31st March 2021 on 30 hours per week.

The Armed Forces Covenant Project Board agreed on 15th September 2020, to allow the project to be extended beyond its current end date of 31st March 2021. This agreement was on the condition that the project could be fully funded from existing budget and any additional funding which could be secured through bids for grant funding for example, from the AFCTF. The Project Board has formally agreed to extend the project until 31st August 2021 and for the underspend to fully meet the costs of extension including redundancy.

Reporting lines and cost centres are unchanged.

Comments from HR

HR Advisor: Anna Cairns (2/3/21)

Summary of Comments from HR:

This is in line with the Fixed Term Contract, please remember that any employment over 2 years in duration means the employee entitled to a redundancy payment at the end of the Fixed Term Contract.

A variation eform will need to be completed.

HR seen recommendations (both draft and final, if amended): Y

Financial Implications

Charnwood Borough Council has a projected total of £29,038.73 in underspend from the Armed Forces Covenant fund available from 1st April 2021. If the funds are not used to support the beneficiaries of the project, they must be repaid under the terms of our agreement.

The costs associated with post M330 Armed Forces Covenant Development Officer – from the 1st April 2021 to 31st August 2021 are :

Salary with on costs	£15,375
Car allowances	£575
Redundancy	£10,525
Estimated expenditure	£0
Total	£26,475

The total cost is fully covered by confirmed external funding and means that there are no financial implications for the Council.

As this post holder does have continuous Local Authority Service beyond 2 years therefore there will be associated redundancy costs to be met from the underspend. These costs are are calculated to be £10,525.

Risk Management

Risk Identified	Likelihood	Impact	Overall Risk	Risk Management Actions Planned
Failure to deliver the project would impact on the ability of the three councils to provide an improved level of service to the Armed Forces Community and impact on the Council's reputations	2 Unlikely	2 Significant	4 Low	A project governance board and project management structure are in place which closely monitors progress and reporting.

Key Decision: No

Background Papers: DD 025 17/18
DD 206 18/19
DD036 2020