

Decision under Delegated Powers**Officer Requesting Decision**

Sport and Active Recreation Manager

Officer Making the Decision

Head of Neighbourhood Services

Recommendation

That approval is given to:

- Extend the full time fixed term Graduate Trainee Sport & Physical Activity Development Assistant post M223 for a further 12 month period, to commence from the start date of the successful applicant (anticipated 24th August 2015).

Reason

To ensure that Charnwood Borough Council benefits from a funding opportunity available from Leicestershire and Rutland County Sports Partnership to develop a local graduate trainee workforce.

The graduate trainee programme will expand the capacity to deliver a number of key national sport and physical activity initiatives locally and will ensure that a lasting legacy for the 2012 Games is achieved.

Authority for Decision

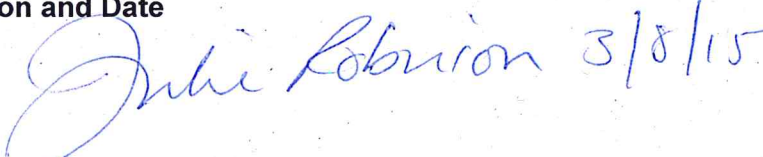
In accordance with the scheme of delegation of Council Functions to the Head of Paid Service, item 6 allows the Head of Paid Service "to agree changes to the establishment, within budget and without major service or policy implications, affecting no more than five posts (irrespective of their post number) in any single case".

This has been delegated to Heads of Services in certain situations (DD 28 11/12), which this falls within.

That the delegated function of the Chief Executive to agree changes to the establishment, within budget and without major service or policy implications, affecting no more than five posts in any single case be assigned to Heads of Service, subject to such decisions:

- relating solely to staff within the 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 at PO4 and below, and
- Only being taken after consultation with the Council's Human Resources service.

Decision and Date

 Julie Robinson 3/8/15

Background

In April 2011 Leicestershire and Rutland County Sports Partnership (LRS) received a number of additional funding streams related to Children and young people. These included Sportivate, Sport Makers, School Games and Change 4 Life clubs. Leicestershire and Rutland Sport reviewed the requirements of each funding stream and in partnership with the seven districts of Leicestershire, Leicester City and Rutland agreed to develop a local graduate trainee workforce deployed locally and supported centrally by Leicestershire and Rutland Sport.

Over the last three years, the graduate trainee programme has successfully supported 42 newly graduated students across three twelve month placements.

The graduate programme has been very successful in terms of providing the necessary skills and experience for candidates to progress into full time employment following the 12 month placement. During 2014-15 a total of 12 Graduate Trainees (Legacy Makers) were recruited and deployed throughout the County, 6 of who secured permanent positions throughout the first six month period of employment and 11 throughout the full 12 month period of the programme. On occasions when graduates have secured full time positions part way through their term in post, LRS have successfully supported locality areas to re recruit from a hold list, or to support the interview process.

Along with many areas, the sport and physical activity sector continues to come under significant financial scrutiny and budgetary pressures, leading to limited local capacity. The sector has limited entry-level positions and graduates find it difficult to get interviews often due to not having relevant experience. This scheme provides an excellent opportunity to work closely with local HE/FE Degree awarding institutions.

This year (2015/16) each district including Rutland will employ one full time 37 hour a week graduate trainee with the exception of Leicester City who will host two posts. In addition, there will also be a countywide disability sport post hosted by Ellesmere College.

The 2015 graduate trainee Sport and Physical Activity Development Assistant Post (Legacy Maker) will assist Charnwood Borough Council's Senior Sports Development Officer to deliver sport and physical activity opportunities to the residents of Charnwood ensuring that a lasting legacy for the 2012 games is achieved, whilst gaining invaluable on-the-job training.

The post will be responsible for the delivery of national initiatives locally such as Sportivate, Satellite Clubs, DfE Volunteering and to work with the School Sport Physical Activity Networks to support school games competition. The post will also assist in developing specific projects, programmes and initiatives to be delivered by Charnwood Sport and Active Recreation Alliance.

Based and hosted at Charnwood Borough Council the twelve-month post will include free membership to the Chartered Institute for the Management of Sport and Physical Activity (CIMSPA) and many training opportunities.

Charnwood Borough Council are required to host the Charnwood post providing a desk, telephone, pc etc. and be involved directly in the recruitment process. In addition the Senior Sports Development Officer will take responsibility for supporting

the graduate's professional development and will be responsible for the deployment, operational and management issues of the post.

Leicestershire and Rutland Sport will coordinate recruitment for all 11 posts throughout Leicestershire and will coordinate central CPD.

This is a one-year commitment. Future years would be dependent on the value and impact of the scheme.

The scheme provides an excellent opportunity to increase local capacity to deliver and drive a joined up school and community sport agenda at a local level, aligning planning and resources effectively.

HR Comments

This is in line with Fixed Term/Temporary employment; please note that if the employee is employed for over 2 years they will be entitled to a redundancy payment when the period of temporary employment ends.

If the post is extended beyond 4 years then the employee will have the same right as a permanent employee.

Gayle Baker HR Advisor 14th July 2014

Financial Implications

Calculations for Post M223 are based on the following:

Full time 37hrs per week

Start date 24/8/15 for 12 month period including on costs starting at bottom scale 3 - spc 14 with automatic progression to spc 15 wef April 2016 (including estimated 1% pay rise for 2016/17):

7.25 months 2015/16 spc 14 £12,800

4.75 months 2016/17 spc 15 £8,700

Total salary for the 12month period including on costs £21,500

Estimated car allowance £1k

Total £22,500

Please note these figures are calculated assuming the post holder is in the pension scheme.

LRS County Sports Partnership is funding £19,000 towards this post. £3,500 will be funded from X586.

There are no redundancy costs associated with this post.

Risk Management

Risk Identified	Likelihood	Impact	Risk Management Actions Planned
Failure to employ a graduate trainee would impact in the	Low	High	Delivery of post dependent on external funding.

Borough Council achieving local sport and physical activity priorities.			
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Key Decision No

Background Papers:

- Graduate trainee Job Description and Person Specification - June 2013
- 2013 Sports Graduate Trainee Programme Advert
- Leicester-shire and Rutland Sport (LRS) Board paper - May 2012 Graduate Trainee Programme - Agenda Item 9
- DD 09/12/13
- DD 35 13/14
- DD 32 14/15
- 2015 Sports Graduate Trainee Programme Advert