

## Decision under Delegated Powers

### Officer Requesting Decision

Head of Neighbourhood Services

### Officer Making the Decision

Chief Executive

### Recommendation

1. To delete post M152 Children & Young People's Strategic Co-ordinator in cost centre L015
2. To make permanent post M239, Supporting Leicestershire Families – Charnwood Locality Manager (currently 2 year fixed term) in cost centre L016 and retitle to Children, Families and Partnerships Manager reporting to Head of Neighbourhood Services, M194, in cost centre L003. To be effective from 23 September 2015
3. To ringfence and slot the postholder of the temporary 2 year fixed term contract post M239, Supporting Leicestershire Families – Charnwood Manager, into the retitled post M239, Children, Families and Partnerships Manager.

### Reason

To enable the confirmation of a slightly revised structure that reflects the needs of the service and enables the Council to ensure local oversight and partnership working with the Supporting Leicestershire Families Programme.

### Authority for Decision

In accordance with the scheme of delegation of Council Functions to the Head of Paid Service, item 6 on page 8-4 of the Council's Constitution 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".

### Decision and Date

APPROVED



18 SEPTEMBER 2015

## **Background**

Cabinet at its meeting on 30<sup>th</sup> August 2012 confirmed its support for the Supporting Leicestershire Families (SLF) Programme and approved recommendations which included for the Council making a direct financial revenue contribution and an 'in kind' contribution comprising office accommodation, car parking and management support to the programme.

As a result, Cabinet, at its meeting on the 6<sup>th</sup> June 2013 approved the restructure of Neighbourhood Services to include for the locality management of the Supporting Leicestershire Families Programme within Charnwood.

The Structure included the creation of post M239 Supporting Leicestershire Families (SLF) – Charnwood Locality Manager on Grade PO3 as a two year fixed term contract, to be part funded (£25,000 per year) by Leicestershire County Council (LCC). This post was for an initial period of two years and would be reviewed during Year 2 of the post, to determine what would be required to meet the needs of the service within the existing budget allocation.

In addition, the structure retained the Children and Young People's Strategic Co-ordinator post, M152 at SO2 grade.

The SLF – Charnwood Locality Manager (M239) post was externally advertised as a two year fixed term post and the postholder of M152 applied and was successful in being appointed and seconded into that post until 22<sup>nd</sup> September 2015.

The Children and Young People's Strategic Co-ordinator post, M152, has remained vacant since that time. A decision was taken that the functions of the Children and Young People's Strategic Co-ordinator, including safeguarding and youth involvement, needed to be continued during the substantive post holders' secondment and for a short time afterwards in order to enable the Council to fulfill its statutory duties and to continue to make progress on themes within the corporate plan.

It was decided that SLF - Charnwood Locality Manager would continue to provide the strategic lead on children, young people and family issues strategically for the Council. Therefore the post of Children and Young People's Strategic Co-ordinator was revisited and the Job Description and Person Specification amended to reflect that the post will not be responsible for providing the strategic lead and renamed accordingly to the Children and Young People's Officer (M280). This temporary post was evaluated at Scale 6. It was also proposed that whilst the secondment to the SLF Charnwood Locality Manager existed a temporary change in line management would take place and this post would be line managed by them. This was agreed by Delegated Decision 59 14/15. This post is due to finish on the 24<sup>th</sup> December 2015.

LCC have restructured their Supporting Leicestershire Families Team and have created Locality Managers as part of that structure and therefore have confirmed that they will not be continuing to contribute £25,000 towards the SLF – Charnwood

Locality Manager post. Charnwood's £25,000 contribution towards this post remains as an ongoing budget within cost centre L016.

A review of the post has recognised the need for this post to continue to provide the strategic lead on children, young people and family issues for the Council including taking the lead for the Council's Safeguarding duties and responsibilities. In addition, the Council remain committed to working in partnership with the Supporting Leicestershire Families Programme and recognize the need to ensure there is joint working, develop and establish the required partnerships and ensure that it is embedded across all services of the Council.

Therefore, there is a need to make permanent the SLF – Charnwood Locality Manager post (M239) with a slightly revised job description and retitle this post to Children, Families and Partnerships Manager. This post is PO3 – full cost in 2016/17 is £55,500, first full budget year, and can be funded from the ongoing budget of £36,100 in cost centre L015 (Post M152 - Children and Young People Strategic Co-ordinator which is being deleted) and the ongoing budget of £25,000 in cost centre L016 (Post M239 – SLF Locality Manager – CBC 50% contribution).

### **Staffing Implications**

There are no staffing implications as the postholder of M152, Children and Young People's Strategic Co-ordinator post is currently seconded into post M239 SLF – Charnwood Locality Manager and therefore post M152 is currently vacant.

The recommendation is to ring fence and slot the postholder of the temporary 2 year fixed term contract post M239, Supporting Leicestershire Families – Charnwood Manager, into the retitled post M239, Children, Families and Partnerships Manager.

The Children and Young People's Officer post is temporary fixed term post and is due to finish on the 24<sup>th</sup> December 2015.

### **Summary of Advice provided by HR**

Senior HR Advisor: Gayle Baker  
(DD updated by Anna Cairns, Senior HR Adviser on 3/9/15)

#### **HR Comments:**

In line with the Fixed-Term Contracts Policy, it states that when a fixed term post becomes available on a permanent basis, without a change in grade or duties – the fixed term postholder can be appointed to that post on a permanent basis, subject to 4 conditions which are listed within the policy being met.

It is my understanding that these 4 conditions have been met. I can also advise at the time of updating this DD there are no employees on the Redeployment Register who would qualify in applying for this post.

## Financial Implications

2015/16

Post	Current Budget / Grade £	Required budget at top of proposed Grade £	Budget Implications £
Children and Young peoples Strategic Co-ordinator M152 in cost centre L015 (Delete post)	36,100 (SO2)	0	(21,200) (remaining budget being used to fund C&YP Officer post)
Children, Families and Partnerships Manager (M239 – retitled and made permanent)	0	28,500 (PO3 - 23/9/15 to 31/3/16 including car allowance)	28,500
			7,300

The £7300 shortfall can be funded from A009 - £6300 balance from the Neighbourhood Services review and the reduction of hours of post A035 Community Safety Manager for the period May to September. The £6300 is to remain in A009 from 2016/17.

2016/17

Post	Current Budget / Grade £	Required budget at top of proposed Grade £	Budget Implications £
Children, Families and Partnerships Manager (M239 – retitled and made permanent – L016 cost centre)	61,100 (PO3) (M152 – £36,100 – cost centre L015 + M239 - £25,000 cost centre L016)	55,500 (53,800 plus £1700 car allowance)	(5,600)
			(5,600)

It is proposed to leave the balance of £5600 within the L016 cost centre for any additional hours or car mileage as required.

### Risk Management

<b>Risk Identified</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Risk Management Actions Planned</b>
Failure to deliver the Council's duties and responsibilities for safeguarding.	Low	Medium	These duties will continue in post M239
Failure to deliver the Council's commitment to working in partnership with the Supporting Leicestershire Families Programme			This will be fulfilled through post M239

**Key Decision** No

### Background Papers;

- Cabinet Report 6<sup>th</sup> June 2013 – Neighbourhood Service Restructure Min 11
- DD 59 14/15

