

## Decision under Delegated Powers

### Officer Requesting Decision

Community Safety Manager

### Officer Making the Decision

Head of Neighbourhood Services

### Recommendation

That approval is given to uplift the Community Safety Officer Post (A019), in cost centre A009, from pay Scale SO1 to SO2, with effect from the 18<sup>th</sup> August 2015.

### Reason

Following a review process, the Job Description and Person Specification for this post were revised to more accurately reflect the current business requirement of the role. As a result of the revision, the Job Description and Person Specification were submitted to a Job Evaluation Panel on 8<sup>th</sup> September 2015.

The Job Evaluation Panel evaluated the job of Community Safety Officer (A019) at SO2.

### 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.

### Decision and Date

*Julie Robinson 13/10/15*

### Background

As above

## Staffing Implications

The only member of staff affected by this proposal is the current Community Safety Officer. There are no other staffing implications.

## Summary of Advice provided by HR

**Senior HR Advisor:** Anna Cairns (18/9/15)

### Comments:

The change in duties of this post has been independently evaluated by a Job Evaluation panel and the scoring of the post is at SO2. Therefore, the salary will need to increase in line with this evaluation.

## Financial Implications

The current Community Safety Officer is on pay scale SO1 (SCP31) £35,900. This proposal would see her pay grade uplifted to SO2 (SCP34) £39,200, resulting in a shortfall of £3,300, at the top of scale, to be funded from the Neighbourhood Services Restructure (Cabinet 6<sup>th</sup> June 2013 min 161) balance of £6300 in the A009 salary budget.

The additional part year cost in 2015/16 can be met from the anticipated underspend in the A009 salary budget.

## Risk Management

Risk Identified	Likelihood	Impact	Risk Management Actions Planned
Failure to implement the Job Evaluation. Panel outcome is likely to result in a challenge from the officer currently in post.	High	High	None possible

**Key Decision** No

**Background Papers:** Job Description and Person Specification