

## Decision under Delegated Powers

### Officer requesting Decision

Head of Planning and Regeneration

### Officer Making the Decision

Head of Paid Service

### Recommendation

To regrade Post M201 Group Leader Development Management from PO4 to JNC A.

### Reason

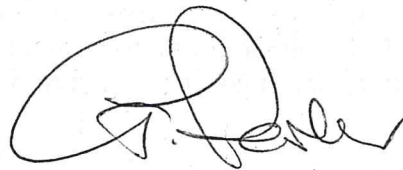
To reflect the outcome of a Job Evaluation exercise.

### Authority for Decision

Authority 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, is delegated to the Head of paid Service (item 6 on page 8-4 of the constitution).

### Decision and Date

APPROVED



10 NOVEMBER 2015

### Background

Post M201 Group Leader Development Management is a senior post in the Council and responsible for the day to day management of the following functions:

- Development Control
- Building Control
- Planning Enforcement
- Planning admin (Including Street naming and numbering, land charges and customer support and performance)

Post M201 became vacant in February 2014. Three attempts have been made to fill the post following recruitment exercises. The standard of candidates was poor in the first round (march 2014) and the second round (May 2014) only attracted one candidate, who had been interviewed previously and found to be inexperienced.

A temporary Market Supplement of £4k was agreed and the post was readvertised in July 2014. It was advertised again in March 2015. This third and fourth round of recruitment also failed to attract any suitable candidates.

The Job description and Person Specification have therefore been reviewed and the responsibilities changed. They have been subject to Job evaluation and the post has been appraised at the higher grade of JNC A. The increase in costs over the current post is therefore £9,500 per annum including on costs.

Since September 2014, a temporary agency worker has been employed at an approximate cost of £2,750 per week providing management support pending recruitment to the post.

### Comments from HR

Senior HR Advisor: Anna Cairns (23/10/15)

Summary of Comments from HR: All the information contained in the DD is a true reflection of the processes which have been followed in trying to recruit to this post. The updated/revised Job Description and Person Specification have been to an independent Job Evaluation panel and the scoring reflects the increase in grade.

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

### Financial Implications

Post M201 is currently graded at PO4 (£55,000 including on costs at the bottom of the grade – SCP 47). JNC A at the top of scale is £64,500 including on costs (SCP 53) and therefore the cost implications of the regrade would be £9,500 on an ongoing basis.

The costs can be met during 2015/16 from under spend in existing Service budgets in cost centre P299 A0101; however, in order to fund this on an ongoing basis from 2016/17 virement would be required from under spend identified from within the Directorate or from a Service Pressure.

### Risk Management

Risk Identified	Likelihood	Impact	Risk Management Actions Planned
Regraded post fails to attract any suitable candidates.	Possible	Minor	Advertise post nationally and online using professional media
Reputational damage caused by the high cost of agency support.	Possible	Minor	Seek to fill the post as soon as practicable
High costs of agency support leads to an increase in the management costs and therefore the hourly rate of building control making it less competitive in the market place.	Probable	Moderate	Seek to fill the post as soon as practicable

**Key Decision**

No

**Background Papers**

Previous Delegated Decision DD69 14/15 – Market Supplement July 2014.

