

Decision under Delegated Powers

Officer Requesting Decision

Communications Manager

Officer Making the Decision

Chief Executive

Recommendation

That a temporary post of Senior Communications Officer be created using Contain funding. The post will run until March 31, 2022.

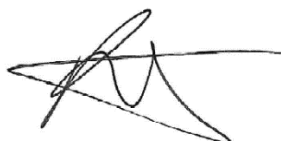
Reason

To support the work of the Communications Team which has faced increase pressures during the pandemic.

Authority for Decision

The Chief Executive, as head of paid service, has delegated authority 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.

Decision and Date



Approved 27th May 2021

Background

The Communications Team has faced significant pressures in the past 12 months due to the Covid-19 pandemic and it is clear there are going to be Covid-19 related issues for at least the next 12 months, particularly as the borough's recovery from the pandemic will also create extra demands on the communications team.

The council has been awarded Contain Funding from the County Council which can be used for enhanced communications and marketing.

Proposal

It is proposed to use some of the Contain Funding to create a temporary post of Senior Communications Officer. The post will run until March 31, 2022.

This would help the communications team continue to deal with its response to the pandemic, including the borough's recovery.

The post has been graded at SO1 (£27,741- £29,577 + on-costs).

Comments from HR

HR Advisor: Shaminul Choudhury (19/05/2021)

HR Comments: Post has been evaluated through JE and HR advice has been given regarding recruitment.

Management will need to complete relevant e-form to appoint successful applicant.

Financial Implications

Assuming that the start date for this post is July 2021. The cost of 9mnths (Jul'21 – Mar'22) of this post including on-costs would be approx £31,400. To be met from the Contain funding allocated for Communications.

(S01 scp25 £29,577 x 41.4% on-costs = £41.822 / 12 * 9mnths = £31,366 (£31,400 rounded))

- Cost Centre: X464
- Subjective Code: T0100
- Project Code: BG501

Risk Management

None

Key Decision

No

Background Papers

None