

**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 uplift the Senior Active Recreation Development Officer Post (H581), in cost centre L035 from pay Scale SO1 to SO2, with effect from the 24<sup>th</sup> November 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 24<sup>th</sup> November 2015.

The Job Evaluation Panel evaluated the job of Senior Active Recreation Development officer (H581) 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* 8/1/16

**Background**

As above

## Staffing Implications

The only member of staff affected by this proposal is the Senior Active Recreation Development Officer. There are no other staffing implications.

## Summary of Advice provided by HR

Senior HR Advisor: Anna Cairns \*\* November 2015

### 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

Any additional part year cost in 2015/16 is minimal (approx. £400) and can be met from the anticipated underspend in L926 Fees.

### 2016/17

The top of S01 equates to £37,500 and the top of S02 equates to £40,900 leaving a shortfall of £3,400, at the top of the scale. Of this shortfall £2,900 will be funded from the Neighbourhood Services Restructure (Cabinet 6<sup>th</sup> June 2013 min 161) and the balance of £500 from the L926 Casual Staffing budget.

## Risk Management

Risk Identified	Likelihood	Impact	Risk Management Planned	Actions
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 November 2015