

**Decision under Delegated Powers:
The creation of one new Capital Programme
and Regeneration Projects Officer post within
the Contracts: Leisure, Waste and
Environment Service.**

Officers Requesting Decision:

Head of Contracts: Leisure, Waste and Environment – Matthew Bradford

Officer Making the Decision:

Chief Executive – Rob Mitchell

Recommendation:

- 1 To create a new permanent, full time (37 hours per week) Capital Program and Regeneration Projects Officer post in cost centre N800 at salary grade PO1, reporting to the Performance, Policy, and Development Manager post M421.
- 2 This is to be funded by deleting 29.5 vacant hours from post M174 in cost centre N800 and 14.5 vacant hours from post M214 in cost centre L060.


Reason:

A consequence of responsibility for the management and delivery of Council-led projects, and the Town Deal's Investment Plan, is that suitable capacity and expertise is required.

Without capacity and expertise in place the Council will not be able to ensure successful implementation of the Town Deal work packages in Living Loughborough (WP8/8/11) and Lanes & Links (4/5/7) through to 2025/26 and simultaneously will not be able to adequately deliver other projects and programmes which are likely to arise because of Government or other funding sources. There are already delays to the delivery of some aspects of Council-led Town Deal projects as it has proven difficult to combine that work with an already expansive agenda of the department. Creation of this post will address these issues.

Authority for Decision:

Section 8 of the Council Constitution contains authority for the Head of Paid Service (Chief Executive) 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:

Robert Mitchell (he, him, his)
Chief Executive

18/08/2023

Background:

Two of the Council lead Town Deal Projects, Living Loughborough and Lanes & Links are being delivered by CBC. They are broken down into work packages and the following are to be led by the Head of Contracts: Leisure, Waste and Environment.

Living Loughborough.

7. Southfields Park Undercover
12. Queens Park Gateway
13. Queens Park Improvements
14. Queen's Park Existing Lighting
15. Additional Walkway Lighting
16. Museum Café Canopy Area
17. Museum Canopy Storage

Lanes & Links.

1. Hope Bell
3. Park Paths
6. Carillon Information Point

The capacity to deliver these work packages is quite time consuming. To ensure that all elements of the department's commitments are delivered, additional resource is required.

The post is a permanent full-time position. Although the Town Deal is a time related project, experience shows that new funding opportunities will present themselves, these often have a short lead time to apply, and applications require time to bring together. This post gives the capacity to be able to seek funding streams and work on potential opportunities in line with the Councils plans.

Summary of Advice Provided by HR:

HR Advisers: A Cairns / S Choudhury
(24/07/2023)

The Capital Programme and Regeneration Projects Officer post Job Profile has been subject to a Job Evaluation Panel which determined Grade PO1.

The normal recruitment process should be followed.

Financial Implications:

The cost implications are as follows:

The total annual cost for this new 37hours post is £58k, which includes 4.75% assumed pay award.

This is fully funded by reducing the vacant hours of the 2 posts detailed in the recommendations, M174 £42.8k and M214 £15.2k currently within the department's structure.

A salary virement of £15.2k from cost centre L060 to N800 is required.

Risk Management:

Risk Identified:	Likelihood:	Impact:	Risk Management Actions Planned:
No applicants / suitable candidates	Moderate	High	Use of agency staff / consultancy services.

Key Decision: No

Background Papers: Job Description and Person Specification