

Decision under Delegated Powers

Officer Requesting Decision

Sanjit Sull – Legal Services Manager

Officer Making the Decision

Geoff Parker – Chief Executive

Recommendation:

The Housing Law Assistant post M312 be extended from 1 June 2017 until 31 March 2018 and that from the former date the post is moved to cost centre E010 Legal Services. The Post will still report to the Legal Services Manager M205 and be at grade SO1 for 37 hours a week.

Reason:

To support the increase in legal case work referrals from Landlord Services.

Authority for Decision:

Chapter 8, page 8 – 4 paragraph 6 of the constitution gives the Chief Executive as Head of paid service 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.

Decision and Date:

APPROVED



07 APRIL 2017

Background:

The post of Housing Law Assistant was created on 1 April 2016 to support an increase of legal case work and enforcement action from Landlord Services. The post has supported the delivery of the increased workload in that the postholder has supported with preparation of cases into court allowing the service to meet the increased amount and better support Landlord Services officers through the Court process.

Comments from HR

HR Advisor: Anna Cairns (23/3/17)

This extension is in line with the Secondment policy. However, at the end of this 12 month period a decision should be made on whether this post is to become permanent.

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

Financial Implications

The cost of this post is covered by a service pressure for 2017/18 which was approved by Council on 27 February 2017 as part of the General Fund and Housing Revenue Account 2017/18 Original Budget.

Risk Management

No specific risks have been identified with this report.

Key Decision: No

Background Papers: DD 134 15/16 – Creation of Housing Law Assistant Post

Officer to contact: Sanjit Sull – Legal Services Manager