

**Decision under Delegated Powers**

**Officer Requesting Decision**

Supporting Leicestershire Families Charnwood Locality Manager

**Officer Making the Decision**

Head of Neighbourhood Services

**Recommendation**

That approval is given to:

Create a new full time (37 hours per week) fixed term Children and Young People's Officer post (scale 6) start date of 1<sup>st</sup> July 2014 until 23<sup>rd</sup> September 2015, cost centre L015.

For a temporary change in reporting lines as compared with the permanent Children and Young People's Strategic Co-ordinator post that the Children and Young People's Officer will temporarily replace. Line management for the Children and Young People's Officer to be provided by the Supporting Leicestershire Families Charnwood Locality Manager.

**Reason**

To provide temporary support for the functions previously undertaken by Children and Young People's Strategic Co-ordinator whilst the substantive post holder is seconded as the Supporting Leicestershire Families Charnwood Locality Manager (until 23<sup>rd</sup> September 2015). This post is therefore a variation of an existing, temporarily vacant post which needs to be backfilled in order that the functions are fulfilled. This will be achieved within the current budget.

**Authority for Decision**

To make temporary appointments to be held against existing permanent posts or within the overall budget following consultation with the Council's Human Resources team and subject to the decision complying with the Council's existing policies (item 2(viii) in the delegations to the Chief Executive, Strategic Directors and Heads of Service section 8.2 of the Council's Constitution).

**Decision and Date**

*Julie Robinson 30/5/14*

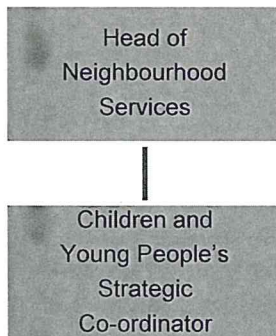
## Background

The substantive holder of the Children and Young People's Strategic Co-ordinator (CYPSC), post number M152 cost center L015, post has been temporarily seconded as the Supporting Leicestershire Families Charnwood Locality Manager until 23<sup>rd</sup> September 2015. The SLF Locality Manager post, (post number M239, cost centre L016), has been created as part of the Neighbourhood Services restructure that went to Cabinet in 2013 and is part funded by Leicestershire County Council. The remainder is funded from elsewhere in Neighbourhood Services. The functions of the CYPSC, including safeguarding and youth involvement, need to be continued during the substantive post holders' secondment in order to enable the Council to fulfill its statutory duties and to continue to make progress on themes within the Corporate plan.

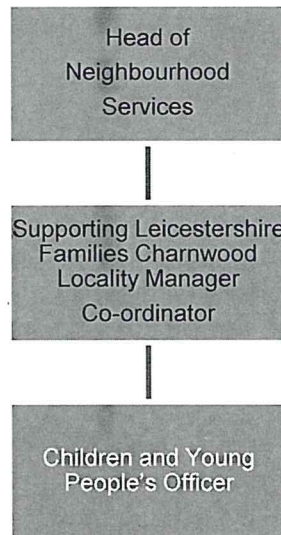
The CYPSC is graded at SO2 and line managed by the Head of Neighbourhood Services. Funding for the post continues to exist within the current budget. The Supporting Leicestershire Families Charnwood Locality Manager is line managed by the Head of Neighbourhood Services and will continue to provide the strategic lead on children, young people and family issues strategically for the Council.

Therefore the post has been revisited and the Job Description and Person Specification amended to reflect that the post will not be responsible for providing the strategic lead and renamed accordingly to the Children and Young People's Officer. The post has been re-evaluated at Scale 6. It is also proposed that whilst the secondment to the SLF Charnwood Locality Manager exists a temporary change in line management will take place and this post will line manage the Children and Young People's Officer temporary support post.

### Current line management



### Proposed line management





## Comments from HR: Steve Copeland

This post is required to backfill for a secondment. HR are aware of the post and are involved in the process. It is supported.

The previous advice given by Steve Copeland is agreed and follows the appropriate policy. (Anna Cairns 30/5/14)

## Financial Implications

The Children and Young People Officer post has been job evaluated through the Hay Scheme at Scale 6 - (£22,443-£23,945). Scale 6 Spinal column 26 (bottom of scale) plus on costs = total cost of 37 hour per week post = £29,700 p/a. Scale 6 Spinal column 28 (top of scale) plus on costs = total cost of 37 hour per week post £31,700 p/a.

Due to recruitment timescales it is anticipated that this post will commence 1<sup>st</sup> July 2014.

The post holder will also be eligible for a casual car allowance the estimated total cost over 15 months for car mileage will be £1300 (duration of the post), this cost will also be covered within the existing budget.

Due to the length of the post there are no redundancy implications however it is acknowledged that if a current local authority employee were to be successfully appointed to the post redundancy costs may arise. These would be subject to the length of continuous service the successful candidate had already accrued.

Please see financial detail below. In 2014/15 there is £26,200 in the L015 budget, this is sufficient to cover the costs of the temporary post (£24,600 including mileage).

In 2015/16 there is an anticipated £31,400 in the L015 budget. The cost for the SLF Locality Manager post M239 in cost centre L016 to return to her substantive Children and Young People's Strategic Co-ordinator post M152 in cost center L015 is £20,500 (including £1,200 essential car user allowance and mileage). This leaves £10,900 to fund the temporary post in this period. The shortfall of approx £5,700 (including mileage) will be covered by funds devolved from Leicestershire County Council to Charnwood Borough Council\*. LCC will be making a contribution to support the functions of the Children and Young People's Officer to take on the co-ordination of the proposed Think Family Partnership. The devolved funding resides in cost centre X592.

Time scales	Budget	Salary cost if starting at the top of scale 6 spinal column 28	Car mileage Allowance	Total cost – top of scale
July 1 <sup>st</sup> 2014 - March 31 <sup>st</sup> 2015	£26,200	£23,800	£800	£24,600
April 1 <sup>st</sup> 2015 – September 24 <sup>th</sup> 2015	£31,400*	£16,100	£500	£16,600
Total budget/ salary / mileage cost	£57,600	£39,900	£1300	<b>Total cost £41,200</b>

## Risk Management

Risk Identified	Likelihood	Impact	Risk Management Actions Planned
Failure to employ a Children and Young People's Officer will impact on the council undertaking statutory functions in relation to safeguarding and making progress with the priorities within the Corporate Plan	Low	High	Advertise the post and send out to professional contacts via networks.
Potential, if a current local authority employee were to be successfully appointed to the post, that redundancy costs may arise.	Medium	Low	Costs would be subject to the length of continuous service the successful candidate had already accrued. Funding to cover costs would be sourced from the Neighbourhood Services Budget.

**Key Decision**            No

### Background Papers:

- Children and Young People's Officer Job Description January 2014
- Children and Young People's Officer Person Specification January 2014