

Decision under Delegated Powers

Officer Requesting Decision

Engineering Manager

Officer Making the Decision

Head of Cleansing & Open Spaces

Decision Requested

That in line with HR recommendations, the post of Assistant Engineer, M052, be regraded from Scale 4 to Scale 5 with effect from 3 May 2012. This is 37 hours per week post within cost centre N700.

Reason

Additional responsibilities were added to the post of Assistant Engineer, M052, following a review of the Waste, Engineering and Green Spaces Services. As a consequence there was a revision to the Job Description and Person Specification and a subsequent Job Evaluation carried out by Human Resources regraded the post from Scale 4 to Scale 5.

Authority for Decision

Authorisation of changes to the establishment, within budget and without major service or policy implications, is delegated to the Chief Executive (Item 6 on page 2 – 26 of the Constitution). This has been further sub-delegated by the Chief Executive to Heads of Service in certain circumstances (DD ref 28 11/12). This proposal falls within the limit of the authority of the relevant Head of Service.

Decision and Date

Neil
Greenhalgh

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Background

Following the review of the Waste, Engineering and Green Spaces Service in December 2011 the responsibility of the task of Playground Inspections moved from Green Spaces to Engineering. Staffing resources were transferred to cover this change of responsibility and undertake other Engineering responsibilities. As a consequence of the re-assignment of tasks undertaken by that post it was agreed that a second officer needed to be trained as a fully qualified Playground Inspector. The post of Assistant Engineer (Post M052 Scale 4) was subsequently fully trained and qualified on the 3rd May 2012. The Job Description for this post was amended to reflect the increased responsibility incumbent with the revised position. This was subsequently submitted for Job Evaluation to Human Resources.

Comments from HR

Summary of Comments from HR: A formal Job Evaluation panel was convened to review the amended Job Description and Person Specification for the Assistant Engineer Post M052. They evaluated the post at Scale 5.

Financial Implications

The amended post has been evaluated by Human Resources at Scale 5 requiring a total additional budget for 2012/13 backdated to 3rd May. The additional salary required to match the top of the scale, £4,000, can be met by virement from N700 D0526 within existing budgets.

Risk Management

Risk Identified	Likelihood	Impact	Risk Management Actions Planned
Failure to provide this cover will reduce the Councils aim and corporate objectives, and have an impact on Service delivery	High	High	Re-assess all current tasks, prioritise and rationalise, and re-allocate accordingly.

Background Papers:

M052 – Assistant Engineer JD
M052 – Assistant Engineer PS