

# Nottingham City Council Delegated Decision



Reference Number:	3796
Author:	Jennifer Hardy
Department:	Children and Adults
Contact:	Jennifer Hardy (Job Title: Project Manager, Email: <a href="mailto:jennifer.hardy@nottinghamcity.gov.uk">jennifer.hardy@nottinghamcity.gov.uk</a> , Phone: 01158765629)
Subject:	Recruitment to the Educational Psychology Team
Total Value:	Nil (Type: Revenue)
Decision Being Taken:	<p>To approve the creation of 1.5 full time equivalent (FTE) Educational Psychologist posts to meet growing service demands (non-executive officer decision under sheme of delegation number 16).</p> <p>To approve the inclusion of the additional posts to the budget, totalling £95,819 with oncosts, noting that the 1FTE equivalent post will be self-funding, and the team will also generate the income to fund the 0.5FTE post, so there will be no additional staffing costs to be met from the budget (Portfolio Holder decision).</p>
Reasons for the Decision(s)	<p>The Educational Psychology Team have been commercially successful in recent years, exceeding their income target year on year. However, an increase in demand for their services, plus an increase in their statutory work, means any new traded work will either have to be delayed or turned away. Employing an additional 1.5 FTE Educational Psychologists will enable the team to deliver more traded work and to give the team capacity to respond to critical incidences without impacting on service delivery.</p> <p>The 1FTE post will be self funded. The maximum cost of an Educational Psychologist is £63,819 with on costs but the post can generate between £75,000 and £90,000 annual income dependant on which packages are bought from the service.</p> <p>The 0.5FTE post is being created to support schools with critical incidences. Schools in Nottingham often experience critical incidences and they call on the Educational Psychology team to support both pupils and school staff. It is proposed to recruit a part time Educational Psychologist to fulfil this obligation and this post would be funded from the surplus income being generated by the Inclusive Education Service teams. The latest year to date figure for actual traded income for these teams is already £181,000 over the income target for the year so this will not put any pressure on the teams.</p>

**Other Options Considered:** Three other options were considered but none of them can be carried forward because they do not demonstrate good value for money or would risk the quality of the service the Educational Psychologists Team deliver. These options were:

1. Continue to rely on Locums - currently Locums are used to increase capacity but these are expensive (£550 a day) and this is not sustainable.
2. Reduce the time spent on traded work to cover the increased demand on statutory work for the service - this would result in the income target for the team not being met.
3. Status quo - if the staffing levels remain the same, the service will not be able to meet the increased demand for statutory work on time or achieve the income target for the team. Schools will look elsewhere for EPS support.

**Background Papers:** None

**Published Works:** None

**Affected Wards:** Citywide

**Colleague / Councillor Interests:** None

**Consultations:** Those not consulted are not directly affected by the decision.

**Crime and Disorder Implications:** None

**Equality:** EIA not required. Reasons: This is not a new policy, service or function.

**Relates to staffing:** Yes

**Decision Type:** Portfolio Holder

**Subject to Call In:** Yes

**Call In Expiry date:** 26/02/2020

**Advice Sought:** Legal, Finance, Human Resources

**Legal Advice:**

With regard to the proposal to release funding to allow for the recruitment of an additional 1.5 full-time equivalent ("FTE") Educational Psychologists to meet growing service demands, under section 7 of the Local Government & Housing Act 1989 any appointment to posts in the authority created as a result should be made on merit. Advice provided by Jonathan Ludford-Thomas (Senior Solicitor) on 13/02/2020.

**Finance Advice:**

The decision sets out to create 1.5 FTE Educational Psychology posts within the Educational Psychology team. The posts will be self-funding and the team will increase their income to fund the posts. There will be no overall impact on the budget.

The cost of the posts are as follows:

1 FTE Educations Psychologist £51,822. Excluding on costs. With on costs £63,819.

0.5 FTE Educations Psychologist £25,911. Excluding on costs. With on costs £32,000.

Income from these posts will be monitored and reviewing on an ongoing basis. This is expected to exceed the costs of providing additional income of above £25k net of costs of staff.

Advice provided by Stewart Clark (Commercial Business Analyst) on 13/02/2020.

**HR Advice:**

Management are proposing to create an additional 1.5 FTE Education Psychologists. These positions are classed as Soulbury Officers and are paid in accordance with the soulbury pay scales for Education Psychologists and the terms and conditions of employment are subject to the Blue Book (Soulbury Report).

Management should consider the need to recruit in light of the vacancy freeze implemented by CLT. A business case for recruitment is required with the support of the relevant Director and all requests should be submitted through the recruitment portal. All posts will be considered for redeployment and internal resource options should be considered first.

There will need to be a support and development plan for the new post holders once appointed in line with managing performance through the new probationary policy.

It is unclear from the decision as to whether or not the positions are temporary or permanent. If the positions are temporary, an appropriate exit strategy must be in place in order to terminate the contract in line with NCC guidance in the event that the post cannot be made permanent at the end of the fixed term period. Management will need to ensure appropriate timelines are in place to notify the affected employee and give appropriate notice.

Advice provided by Leanne Sharp (Service Redesign Consultant) on 21/01/2020.

**Signatures**

Neghat Khan (PH Early Years, Education and Employment)

SIGNED and Dated: 18/02/2020

Catherine Underwood (Corporate Director for People)

SIGNED and Dated: 17/02/2020