

Nottingham City Council Delegated Decision



Nottingham
City Council

Reference Number:	4389
Author:	Naomi Vass
Department:	Finance and Resources
Contact:	Naomi Vass (Job Title: Senior Solicitor, Email: naomi.vass@nottinghamcity.gov.uk, Phone: 01158764382)
Subject:	Creation of a Solicitor Post in the Commercial, Employment and Education Legal Team (Transforming Cities)
Total Value:	Up to £105,518 (Type: Revenue)
Decision Being Taken:	For the Portfolio Holder to approve the budget required to enable a new Solicitor post (I Grade) to be established in the Commercial, Employment and Education Legal Team as an executive decision, and for the Corporate Director to approve the establishment of the Solicitor post as a non-executive decision under Delegation 16.
Reasons for the Decision(s)	The Council has secured significant grant funding through the Transforming Cities Fund and the Future Transport Zones Programme, which will require further legal support. Authority was granted under delegated decision 4203 for the creation of a Senior Solicitor post, which was funded by the above grants. There remains a continuing need for further resource to assist in supporting these large programmes of work. There is currently no resource available to deliver this requirement internally, so it is proposed to create a new Solicitor post to support the legal work required. The post will be funded through the grant payment to cover a 2 year, full-time post. After that time, the need for the post will be further reviewed.
Other Options Considered:	1) To appoint external solicitors to undertake the work: this option was discounted due to the significantly higher cost of external provision.
Background Papers:	None

Published Works:	Delegated Decision 4203: Creation of a Senior Solicitor Post in the Commercial, Employment and Education Legal Team (https://committee.nottinghamcity.gov.uk/ieDecisionDetails.aspx?ID=5551)
Affected Wards:	Citywide
Colleague / Councillor Interests:	None
Consultations:	Those not consulted are not directly affected by the decision.
Crime and Disorder Implications:	There are no crime and disorder implications arising out of the proposed decision.
Equality:	EIA not required. Reasons: The proposed decision does not relate to a new or changing policy, service or function.
Relates to staffing:	Yes
Decision Type:	Portfolio Holder
Subject to Call In:	Yes
Call In Expiry date:	11/10/2021
Advice Sought:	Legal, Finance, Human Resources
Legal Advice:	The proposals in this report raise no legal issues and are supported. Additional resource is required within the team to support the large amount of work expected under the Transforming Cities and Future Transport Zones Programme. Funding for the resource has been identified within the grant money received by the Council for this Programme. The approval to create the post is a non-executive decision to take in accordance with the scheme of delegation (Delegation 16). Advice provided by Dionne Claire Screatton (Solicitor) on 03/09/2021.

Finance Advice:

This decision seeks to recruit to 1 Full-Time Equivalent I Grade Solicitor post for a period of 24 months (October 2021 to October 2023) on a temporary, fixed-term contact, to provide legal support to Transforming Cities and the Future Transport Zones Programme. This will result in a total salary cost of £103,026 (based on the 2021/22 pay scale, breakdown shown in the attached table) and there is also expected to be costs of up to £2,500 for practising certificates, systems and IT costs. This cost is to be fully funded by grants received for these projects. Should the post be needed after the fixed-term contact ends, further funding arrangements and approval would need to be sought and the service should be aware of associated redundancy costs after the employee has been in post for 2 years.

Advice provided by Ruby Barton (Commercial Finance Business Partner) on 09/09/2021.

Advice documents: Creation of a Solicitor Post (Transforming Cities).docx

HR Advice:

The proposal seeks to create a new Solicitor role within the Legal and Governance Division. Funding has been identified for a 2-year period, management therefore need to consider whether resourcing will be fulfilled on either a temporary or permanent contract basis. If it is the former, it is recommended that provision is made to account for potential exit costs, particularly in the event that any new recruits have continuity of service. If it is the latter, alternative funding sources would need to be identified before the end of the existing funding, resulting in a consultation process with the employee if this could not be secured. Regarding recruitment, the new role would be offered at the 'Level 1' rate of pay for the grade of the post (Grade I), with progression and an increase in salary costs after a successful 12 months in post.

Advice provided by Paul Slater (HR Business Lead) on 17/09/2021.

Signatures

Rosemary Healy (Portfolio Holder Highways, Transport, Cleansing)

SIGNED and Dated: 01/10/2021

Clive Heaphy (Interim Corporate Director for Finance & Resources)

SIGNED and Dated: 24/09/2021