

Operational Decision Record

Publication Date 17/12/2021	Decision Reference Number 4476
Decision Title	
Extension to Strategic Property Support	
Decision Value	
£65,000	
Revenue or Capital Spend?	
Revenue	
Department	
Growth and City Development	
Contact Officer (Name, job title, and contact details)	
Nicki Jenkins Director of Economic Development and Property Nicki.jenkins@nottinghamcity.gov.uk	
Decision Taken	
To agree the extension of the Interim role of Head of Property for a period of six months, from 1 st Jan 2022 until 30 th June 2022 and the funding associated with this role.	
Reasons for Decision and Background Information	
<p>As part of the Councils Recovery and Improvement Plan, asset management was been identified as a key area of priority to secure the council's future financial position.</p> <p>In July 2021 additional capacity to lead the council's Strategic Assets and Property function was bought in through the creation of an interim Head of Property role. Since this appointment significant progress had been made in the assets theme of the recovery plan, however in order to maintain this progress and support the development of a new Corporate Landlord approach to property management within the Council, it is proposed that this role be extended for a further six months.</p>	
Other Options Considered and why these were rejected	
<ul style="list-style-type: none"> • Not extending this role – this was rejected as this additional capacity will be needed to ensure that business as usual activity is maintained while undergoing a substantial change programme. Without this the level of transformation will not be delivered. • To recruit to the post directly – this was dismissed as until the new corporate landlord approach is confirmed is likely to lead to a revised structure. • To appoint internally - dismissed due to the need for a qualified chartered surveyor with experience of managing programmes of a substantial scale. 	
Reasons why this decision is classified as operational	

Relates to staff capacity and is within existing budgets.

Additional Information

You should consider:

Procurement Advice

The decision to be taken is for the continuation of the Interim Head of Property role for a further 6 months, the role is sourced via the Crown Commercial Services framework RM6160 via Michael Page International Recruitment Ltd and the decision raises no significant procurement concerns.

Paul Ritchie, Procurement Manager, 06/12/2021.

Finance Comments – Susan Tytherleigh – Finance Business Partner

There have been a number of vacancies arising during the year within the team and the extension outlined can be managed within existing revenue staffing budgets within Property.

HR Comments – Paul Slater – HR Business Lead

The proposal extends the consultant terms of the worker for a further 6 months. This is felt to be the most efficient method of securing the technical expertise required in the short term to make the required progress against the services transformation programme. There are no further liabilities, other than an extension of weekly costs, in extending the contract.

Decision Maker (Name and Job Title)



Sajeeda Rose
Corporate Director for Growth and City Development

Scheme of Delegation Reference Number

1

Date Decision Taken

14 December 21