

Nottingham City Council Delegated Decision



Nottingham
City Council

Reference Number:	2690
Author:	James Rhodes
Department:	Children and Families
Contact:	James Rhodes (Job Title: Policy, Performance and Insight Manger, Email: james.rhodes@nottinghamcity.gov.uk, Phone: 0115 8765726)
Subject:	Additional posts in the Data, Analysis and Insight for School Improvement (DAISI) traded service to meet an increased demand for services
Total Value:	£84,516 (Type: Revenue)
Decision Being Taken:	<p>To create and recruit to a Project Officer post (Grade E) and an Account Manager post (Grade H) to enable continued growth of the DAISI traded service, and to re-evaluate and re-grade four existing posts in the team to bring them in line with other posts in the department to reflect increased responsibilities and technical competency requirements (Officer decision under Scheme of Delegation number 16).</p> <p>To approve a total additional staffing cost to the DAISI team budget of £84,516 per annum for the changes, which will be fully offset by the additional income generated by the service (Portfolio Holder decision).</p>
Reasons for the Decision(s)	<p>The DAISI Service is a nationally traded service based within the Strategy and Resources Directorate that works with senior leaders in schools, academies, local authorities and other education establishments to improve outcomes for children and young people through the provision of education data analysis, training and consultancy services.</p> <p>The DAISI service was originally created in 2011 to provide services to schools and academies in Nottingham. Over the last five years the success of the service has led to a growth in the customer base to include three local authorities and over 100 individual organisations. The DAISI Service has consistently delivered a profit for the local authority throughout each year of its operation. The DAISI Service is anticipated to double its customer base again over the next three years. In order to meet existing demand and ambitious growth targets for the years ahead the service requires to both up-skill its existing staff and to take on additional capacity, particularly an Account Manager and Project Officer to help drive future sales and manage existing relationships.</p> <p>The costs for these additional posts can be met from current and future sales revenue and the creation of the posts is expected to increase total profit to the service within 2017/18. Strategic Choice targets set for next two years are predicated on the basis of increased sales through this expansion.</p>

Other Options Considered:

The other option considered was to maintain existing staffing levels in the DAISI Service and make no addition/changes to existing resource. This option was discounted as this will effectively prevent the DAISI service from further expanding or generating any additional revenue. The purpose of the service is to generate an income for Nottingham City Council and so maintaining existing staffing levels and allowing the customer base to stagnate is not an optimal course of action.

The DAISI service has gained in excess of 50 additional customers in the last 12 months. Existing staffing resources are at full capacity, all avenues of streamlining processes and delivering technical efficiency with existing staff resource have been exhausted.

Background Papers:

None

Published Works:

None

Affected Wards:

Citywide

Colleague / Councillor Interests:

None

Any Information Exempt from publication:

Yes

Exempt Information:

Description of what is exempt:

Income and Expenditure figures 2012-2018
Legal advice

An appendix (or appendices) to this decision is exempt from publication under the following paragraph(s) of Schedule 12A of the Local Government Act 1972

3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information).

The public interest in maintaining the exemption outweighs the public interest in disclosing the information because publishing the figures may lead to a competitive disadvantage, and reduce/endanger the profit the traded service is currently able to generate for the local authority.

5 - Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.	The public interest in maintaining the exemption outweighs the public interest in disclosing the information because the information contains legal advice to be taken into account in considering implementation of the proposed decision.
Documents exempt from publication:	DAISI Legal Advice.docx, Financial Workings DAISI DDM.xlsx
Consultations:	Those not consulted are not directly affected by the decision.
Crime and Disorder Implications:	None
Equality:	Please login to the system to view the EIA document: EIA on DAISI DDM.doc
Relates to staffing:	Yes
Decision Type:	Portfolio Holder
Subject to Call In:	Yes
Call In Expiry date:	29/12/2016
Advice Sought:	Legal, Finance, Human Resources, Equality and Diversity
Legal Advice:	This advice is exempt from publication and is contained within an exempt appendix Advice provided by John Bernard-Carlin (Team Leader) on 08/12/2016.
Finance Advice:	The cost of the proposed changes to the staffing structure of the DAISI team will be met from the anticipated increase in income generated by the team. The attached exempt TABLE 1 demonstrates the additional cost and the additional income. The proposal aligns to the Medium Term Financial Plan. Advice provided by Dee Fretwell (Finance Analyst) on 14/10/2016.

HR Advice:

Decision 1)
To create two new roles:

Management intend to create two new roles to increase resource capacity to meet projected business growth. These new roles will be subject to the job evaluation process.

Recruitment to the new role should follow agreed City Council processes.

Appointees should start on the minimum spinal column point for the grade. In seeking to recruit from outside the organisation it is possible that there may be the need to offer more than the minimum of the grade, a business case will be required to support this.

Decision 2)
To regrade four existing roles:

Management propose to update the job requirements and seek subsequent revaluation of four posts to reflect the changing nature of the roles.

Any changes to roles will be subject to the job evaluation process.

Incumbent post holders should be provided with a copy of the new job description, a development plan where required and a written statement confirming any contractual changes to their employment.

Advice provided by Joanne Hill (Service Redesign Consultant) on 04/12/2016.

Equality and Diversity Advice:

EIA completed and approved by Equalities Team.

Signatures

David Mellen (PH Early Intervention and Early Years)
SIGNED and Dated: 15/12/2016
Candida Brudenell (Corporate Director for Strategy and Resources)
SIGNED and Dated: 20/12/2016