

Nottingham City Council Delegated Decision



Nottingham
City Council

Reference Number:	2768
Author:	Michelle Roe
Department:	Children and Families
Contact:	Michelle Roe (Job Title: Business Implementation Officer, Email: michelle.roe@nottinghamcity.gov.uk, Phone: 0115 8763422)
Subject:	Funding for a new Engagement Officer role
Total Value:	£34,109 (Type: Revenue)
Decision Being Taken:	To approve funding for a new role of G grade Engagement Officer for a fixed term of 12 months in 2017/18 within the Children and Adults Directorate. The funding is coming from a combination of <ul style="list-style-type: none">- £5,000 from Dolly Parton's Imagination Library- £5,000 from Fostering- £10,000 from Priority Families- £5,000 from Looking After Each Other- £8,103 from three months saving from G grade officer in 2016/17- £1,003 from Directorate Support Budget
Reasons for the Decision(s)	This is a new role to support key projects that would benefit from an increase in face-to-face engagement and event planning to better support the needs of the directorate, such as recruiting more Foster Carers, more donations to Dolly Parton's Imagination Library, more engagement with Priority Families. Some of the funding is from money saved from a vacant post in 2016/17
Briefing notes documents:	Engagement Officer December 2016.doc
Other Options Considered:	Not having this role will limit our ability to engage with our citizens - for example, it will reduce our drive to recruit more foster carers - a key priority for the city council in order to save money and give children in care a better quality of life. Capacity for this does not exist within the current team
Background Papers:	

Published Works:

Affected Wards:

Citywide

Colleague / Councillor Interests:

This new role will play a key part in delivering the council pledges around Early Intervention and Early Years

Consultations:

Those not consulted are not directly affected by the decision.

Crime and Disorder Implications:

None

Equality:

EIA not required. Reasons: This post has not yet been filled. Full adherence to Equality and Diversity will be followed at the interview process

Relates to staffing:

Yes

Decision Type:

Portfolio Holder

Subject to Call In:

Yes

Call In Expiry date:

16/03/2017

Advice Sought:

Legal, Finance, Human Resources

Legal Advice:

Employment Related Legal Advice
Any appointment to the proposed post should be made on merit on accordance with Section of the Local Government and Housing Act 1989.

John Bernard-Carlin
Housing, Employment & Education Team
Legal Services Advice provided by John Bernard-Carlin (Team Leader) on 09/02/2017.

Finance Advice:

The Engagement Officer is anticipated to be evaluated as GLPC grade 'G'. The annual salary including on costs for 17/18 is £34,109 based on 1.00 FTE.

The Engagement Officer will be funded from both the Children's and Adults and Strategy and Resources Directorate- please see below for the advice in relation to each area:

Children's & Adults - Funding has been identified from the following areas

Priority Families Staffing Budget - £10,000

Internal Fostering 'Invest To Save Project' - £5,000

Other Non-Pay and Non- Safeguarding areas - £9,106

Dolly Parton - Small Steps Big Change(SSBC)- £5,000

Christine Green

Snr Commerical Business Partner

Children's & Education Ext 62387

Strategy & Resources - There is funding of £5k identified from the 'Looking After Each Other' budget. There will not be any impact on the MTFP as a result of this decision.

Dee Fretwell

Commerical Business Partner

Strategy & Resources

Advice provided by Christine Green (Senior Commercial Business Partner) on 23/02/2017.

HR Advice:

Management are proposing to create a new post which will be subject to the job evaluation process, it is anticipated that the grading outcome will be GLPC grade 'G'.

Management will need to ensure that recruitment is conducted through the appropriate processes, including the new Redeployment process.

As the post is initially temporary, an appropriate exit strategy must be in place in order to terminate the contract in line with NCC guidance in the result 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.

Management will also need to be aware of potential costs in any exit arrangement such as redundancy compensation which will need to be budgeted for. Redundancy entitlement is gained if the employee has over 2 years continuous service in any role.

Given the temporary nature of the role, management may wish to consider a secondment arrangement.

Advice provided by Gareth Sayers (Service Redesign Manager) on 06/02/2017.

Signatures

David Mellen (PH Early Intervention and Early Years)
SIGNED and Dated: 09/03/2017
Alison Michalska (Corporate Director for Children and Adults)
SIGNED and Dated: 06/03/2017