BASSETLAW DISTRICT COUNCIL

DELEGATED OFFICER DECISION

NB Officers taking delegated decisions must ensure that they are fully conversant with the conditions applicable to the exercise of delegated powers by officers and in particular that the decisions are in accordance with the Council’s policies, powers and financial regulations.

Details of such conditions are to be found in the Council’s Constitution and in cases of any doubt advice must be sought from the Council’s Financial and/or Legal officers.

DELEGATED POWERS REFERENCE

2.8 In consultation with the HR Business Partner, to deal with all staffing and human resources matters (within agreed terms and conditions of employment, Human Resource policies and procedures) affecting Directorate staff including:

2.8.5 Changing the establishment and approving the establishment of additional posts if there are no net additional costs or grading implications; the deletion of posts; and the granting of honoraria and onerous duty payments subject to a quarterly report being submitted to the relevant Cabinet member on such matters.

IS THE DECISION CONFIDENTIAL? NO
(If yes - apply Public Interest Test below)

OFFICERS ADVICE:

Concerns have been raised about the ability of the service to deliver the anticipated level of Regeneration & Investment opportunities that are available at present as there is currently only two members of staff within the team, with one member of staff working on the private company S60. There are three vacancies within the team that have all been advertised externally.

This Delegated Decision wishes to address the Growth & Enterprise Project Officer and Urban & Retail Officer posts that have been advertised externally twice (in October/November and in December 2018) unsuccessfully. There was very limited interest in the posts when they were advertised and following this a number of investment and funding opportunities have arisen since December 2018 for town centre developments and investment. These opportunities have mainly arisen from the Government Future High Street Fund and Local Enterprise Partnership funding. To enable the team to take up these investment opportunities the team requires experienced members of staff in post immediately to work on these projects. The Growth & Enterprise Manager has explored the opportunities to appoint two agency or consultancy members of staff on a temporary basis for a 1-year period. This has proven extremely difficult on the existing staffing budgets allocated to these two posts and is not possible. Therefore, it is proposed that an experienced Urban and Retail Officer is appointed and the additional monies required to appoint this officer should be used from the project officer post. This will allow the team to take up the opportunities available in the town centres at present. Once the Urban & Retail Officer is in place the Growth & Enterprise Manager along with the Director of Regeneration and Neighbourhoods will take a view on how the remaining
funds from the project officers post can assist the team in delivering the key growth & enterprise objects for the team.

IMPLICATIONS:

a) For Service Users

The proposal will ensure the ability to continue the delivery of Regeneration and Investment within the District and in particular within the Town Centres. This will assist with ensuring the confidence of local businesses and local communities and also maximising the Council ability to secure external funding opportunities.

b) Strategic & Policy

The post will enable the continued delivery of a key corporate objectives.

c) Financial plus Financial Reference – 19/453

The current posts for the Urban & Retail and Project Officer Posts are at S01. When exploring the opportunities to appoint candidates with the relevant experience, qualifications and the ability to start the role as soon as practically possible (anticipated to be March 2019), this has proven to be extremely difficult on the specified grades. None of the agencies or consultancies approached could provide a candidate on specified grades. Instead they were able to offer an hourly rate or an expected annual salary. The cost per hour ranged from £23.38, £26 and £40. Therefore, to enable the team to appoint an urban & retail officer with the experience, knowledge of the area, management skills and the availability to start as soon as possible it is proposed that an urban retail officer is appointed and the additional monies required for this should be taken from projects officer post. This will secure the ability to deliver the regeneration, investment and funding opportunities available at present within the town centres for a 1-year period.

d) Legal plus Legal Reference – Legal Ref 249/02/2019

There are no specific Legal implications arising from this DD.

e) Human Resources

Standard recruitment procedures will be followed in recruiting to this post. Formal Cabinet approval will be required if the post extends beyond the 1 year proposed.

f) Community Safety, Equal Opportunity & Environmental

There are no specific implications arising

g) General Data Protection Regulations

There are no specific implications arising

OPTIONS CONSIDERED:

Whilst the service could try to advertise the posts again this would not necessarily mean a suitable candidate will be forthcoming for either of the posts. However, even if a successful candidate were to apply, they would not be immediately in post as any successful applicant would be required to serve at least 1 months’ notice. Not appointing anyone into the urban &
retail post may cause the Council to be unsuccessful in delivering the potential regeneration and investment opportunities that are available at present through LEP, government interventions and other funding streams as it would prove extremely difficult to deliver this with the minimal staff in post at present and is also not considered to be sustainable.

DECISION (With Reasons):

That a consultant be appointed for the Urban & Retail post for a period of 1 year as detailed above.

BACKGROUND PAPERS:

None

SIGNATURE OF DECISION MAKER

DATE ..........29th July 2019.................

The signed original of this form must be sent to the Democratic Services Unit.

The author of this form should retain a copy for their file and send copies to:

- Monitoring Officer
- Section 151 Officer

Date received by Democratic Services Unit 29.7.19

Decision Number 39

Note: completed retrospectively 29.7.19.