



Cabinet (Resources) Panel

17 December 2013

Report title	Changes to employee establishment	
Decision designation	AMBER	
Cabinet member with lead responsibility	Councillor Paul Sweet Governance and Performance	
Key decision	No	
In forward plan	No	
Wards affected	n/a	
Accountable director	Keith Ireland, Delivery	
Originating service	Human Resources	
Accountable employee(s)	Sue Davies Tel Email	Chief Human resources Officer 01902 554056 sue.davies@wolverhampton.gov.uk
Report to be/has been considered by	n/a	

Recommendations for noting:

The Cabinet (Resources) Panel is asked to note changes made to the employee establishment.

1. Purpose

- 1.1 To provide information about the employee establishment changes which have been approved since the last meeting of the Panel.

2. Background

- 2.1 The employee establishment changes as detailed in this report have been made in response to the service needs identified by each Director and have been subject to review by Finance and Human Resources to ensure that they are consistent with Council policies and procedures.
- 2.2 The grades and salary rates for posts in the schedules reflect Wolverhampton Council's local pay and grading structure unless posts are on terms and conditions currently outside of this e.g. teachers.
- 2.3 The payments of any supplements for acting up, secondments or 'market forces' have been approved in line with the Council's approved policies.
- 2.4 Consideration has been given to an appropriate exit strategy for any fixed term appointments.
- 2.5 At Appendix 1 is a summary of the establishment changes that are detailed in this report.

3. Equalities Implications

- 3.1 The changes proposed fall within the Council's equality in employment policy and will be reflected in the Council's annual equality monitoring reports.

4. Environmental Implications

- 4.1 None have been identified.

5. Financial Implications

- 5.1 The Assistant Director Finance has considered the financial implications and confirmed that there is budgetary provision for each report.

[NA/06122013/O]

6. Legal Implications

- 6.1 The redesignation/regrading proposals in this report will require a variation to employee terms and conditions of employment in accordance with the Employment Rights Act 1996.

[JH/04122013/C]

SCHEDULE OF ESTABLISHMENT ISSUES FOR CONSIDERATION/APPROVAL

1. COMMUNITY

A Establishment of Policy Officer Post (15440)

No of Posts	Current Post title	Grade	Annual Salary Rate fte	Job class	With effect from
1	Policy Officer – Troubled Families	6	£26,539 – £30,311	T9/71/B450	01.11.2013

Business Case

The Troubled Families programme is funded through the Department for Communities and Local Government until at least 31 March 2016. Its further continuation beyond that date will be dependent on the outcomes of a general election and the then government's attitude to the programme.

The Troubled Families project is a national programme being delivered by all 152 local authorities. Its ambitions are to 'turn around' the lives of families facing significant challenges whilst reducing the demand on specialist and more expensive services.

The post is currently on the establishment of the Head of Policy – Office of the Chief Executive and has been occupied by an agency worker for 12 months.

As the programme delivery team is a very small and specialist one, it is a post that is essential to the efficient identification, allocation and monitoring of families and is key to the effective delivery of the programme. The proposals will result in the reduction of costs to the programme for this support from agency to city council rates of pay.

It has been agreed with the Head of Policy (where the post was previously held) that the Troubled Families programme team will make the appointment.

Funding

The post has been costed using the minimum and maximum scale point of pay grades and including employers national insurance and pension contributions. On this basis the cost of the post is £38,000 which will be funded from the Troubled Families Administration Grant.

APPENDIX 1

Community Directorate					
	Post Grade	Net Change			
		New Posts	Deletions	Grade Changes	Extensions to fixed term contracts
	Grade 11 and Snr Management				
	Grade 9 – 10				
	Grade 8				
	Grade 6 – 7	1			
	Grade 1 -5				
	TOTAL	1			