

BOLSOVER DISTRICT COUNCIL

Meeting of Council on 21st May 2025

Recommendations of the Employment and Personnel Committee

Report from the Employment and Personnel Committee

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| Classification | This report is Public |
| Contact Officer | Angelika Kaufhold Governance and Civic Manager |

PURPOSE/SUMMARY OF REPORT

For Council to consider the proposals made and agreed at the Employment and Personnel Committee on 24th April 2025 for establishment of three posts.

Council's role is to agree the budget implications following full scrutiny of the proposals put to the Employment and Personnel Committee.

REPORT DETAILS

1. Background

- 1.1 At its meeting on 24th April 2025, the Employment and Personnel Committee considered proposals for changes to the Council's establishment.
- 1.2 The remit of the Committee is to consider and deal with issues relating to the Council's establishment structure and employees, and to recommend to Council in relation to any growth in the establishment resulting in budgetary increase.
- 1.3 The three proposals were considered in detail at the Employment and Personnel Committee and now Council needs to consider the budgetary increase to establish these posts. The posts are:
 - a) Career Graded Planning Policy Officer
 - b) Housing Performance Manager
 - c) Temporary Accommodation Officer
- 1.4 The reports and minutes of the Employment and Personnel Committee meeting are not appended to this report but are available to Members on the Council's website or on request from the Governance Team.

2. Details of Proposal or Information

- 2.1 To approve the funding associated with the creation of a new Career Graded Planning Policy Officer Post in the Planning Policy and Housing Strategy Team. The total cost of the additionality for this post based on established posts job evaluation at Grade 4, 6 and 7 are as follows;

Grade 4 - £33,329.90 - £35,014.88

Grade 6 - £40,546.76 - £43,627.35

Grade 7 - £44,768.37 - £48,393.09

- 2.2 To approve the funding of a new full time permanent Housing Performance Manager position from existing Housing Revenue Account (HRA) budget for year 1 and approve an increased cost to the HRA from year 2 onwards. The Housing Revenue Account additional expenditure to be £52,799 (bottom of Grade 8) to £59,162 (top of Grade 8) from May 2026.
- 2.3 To approve the funding for the establishment of a permanent post for Temporary Accommodation Officer with effect from 1st May 2026. The post to be funded through the General Fund at a cost of £47,147 (subject to pay awards and increments) with effect from May 2026 and until then be funded out of an existing Domestic Abuse Burdens grant.

3. Reasons for Recommendation

- 3.1 The proposals have been fully considered by the Employment and Personnel Committee who agreed with the reasons and the rationale for changes to the services and therefore recommend to Council increases in the Council's General Fund and the HRA budgets to fund the additional posts.

4 Alternative Options and Reasons for Rejection

- 4.1 Council is to consider the financial implications only. Council may choose to approve the recommendations but if rejected this would leave the services under resourced to meet increasing demand.

RECOMMENDATION(S)

That Council approves the growth in salary budgets as set out in paragraphs 2.1, 2.2 and 2.3 of the report as recommended by the Employment and Personnel Committee on 24th April 2025.

Approved by the Employment and Personnel Committee on 24 April 2025

IMPLICATIONS:

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| <u>Finance and Risk</u> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> | | |
| Details: Career Graded Planning Policy Officer post – the total cost for the additionality for this post based on the established posts job evaluation at Grade 4, 6 and 7 as follows: Grade 4 - £33,329.90 - £35,014.88 Grade 6 - £40,546.76 – £43,627.35 Grade 7 - £44,768.37 – 48,393.09 Housing Performance Manager – Permanent Post - The proposal would mean an additional expenditure of between £52,799 (bottom of Grade 8) to £59,162 (top of Grade 8) from 2025-26 to the Housing Revenue Account. Salary costs can be met from within existing resources for year 1 and will be an increased cost to the HRA from year 2. Temporary Accommodation Officer – the cost to general fund would be £47,147 per annum, subject to pay awards and increments. This can be fully funded until May 2026 out an existing Domestic Abuse Burdens Grant. On behalf of the Section 151 Officer | | |
| <u>Legal (including Data Protection)</u> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> | | |
| Details: There are no legal implications arising from this report. On behalf of the Solicitor to the Council | | |
| <u>Staffing</u> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> | | |
| Details: The Council's policies and procedures will be followed for recruitment of these posts. On behalf of the Head of Paid Service | | |
| <u>Equality and Diversity, and Consultation</u> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> | | |
| Details: None. | | |
| <u>Environment</u> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> | | |
| Please identify (if applicable) how this proposal/report will help the Authority meet its carbon neutral target or enhance the environment. Details: None. | | |

DECISION INFORMATION:

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| <p><input checked="" type="checkbox"/> Please indicate which threshold applies:</p> <p>Is the decision a Key Decision? A Key Decision is an Executive decision which has a significant impact on two or more wards in the District or which results in income or expenditure to the Council above the following thresholds:</p> <p>Revenue (a) Results in the Council making Revenue Savings of £75,000 or more or (b) Results in the Council incurring Revenue Expenditure of £75,000 or more.</p> <p>Capital (a) Results in the Council making Capital Income of £150,000 or more or (b) Results in the Council incurring Capital Expenditure of £150,000 or more.</p> <p>District Wards Significantly Affected: <i>(to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the District)</i> Please state below which wards are affected or tick All if all wards are affected:</p> | <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>(a) <input type="checkbox"/> (b) <input type="checkbox"/></p> <p>(a) <input type="checkbox"/> (b) <input type="checkbox"/></p> <p>All <input type="checkbox"/></p> |
| <p>Is the decision subject to Call-In? <i>(Only Key Decisions are subject to Call-In)</i></p> <p>If No, is the call-in period to be waived in respect of the decision(s) proposed within this report? <i>(decisions may only be classified as exempt from call-in with the agreement of the Monitoring Officer)</i></p> <p>Consultation carried out: <i>(this is any consultation carried out prior to the report being presented for approval)</i></p> <p>Leader <input checked="" type="checkbox"/> Deputy Leader <input checked="" type="checkbox"/> Executive <input type="checkbox"/> SLT <input type="checkbox"/> Relevant Service Manager <input type="checkbox"/> Members <input type="checkbox"/> Public <input type="checkbox"/> Other <input type="checkbox"/></p> | <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> |

Links to Council Ambition: Customers, Economy, Environment, Housing

Customers – providing excellent and accessible services

DOCUMENT INFORMATION:

| Appendix No | Title |
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Background Papers

(These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Executive, you must provide copies of the background papers).

None.