

Report of Chief Officer Property and Contracts Housing Leeds
Report to Director of Environments and Housing
Date: September 2014
Subject: Temporary Special Projects posts (PO6 and SO2))

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes	X No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	X No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	X No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	X No

Summary of main issues

1. A number of major infrastructure schemes have been initiated that require temporary staffing resources. This report proposes the creation of two temporary posts within Housing Leeds Property and Contracts, one at PO6 and one at SO2, both for a period of two years, to support delivery of the schemes.

1 Purpose of this report

- 1.1 To approve two temporary fixed term posts, one of Service Manager at grade PO6 and another of Technical Officer at grade SO2, within Housing Leeds Property and Contracts.

2 Background information

- 2.1 The Housing Leeds Property and Contracts revised structure was agreed in August 2014. The agreed structure did not reflect emerging major construction and infrastructure projects that require support from within Housing Leeds Property and Contracts to bring them to close.

3 Main issues

- 3.1 Since the revised structure was developed and agreed for Housing Leeds Property and Contracts a number of major projects have been initiated that will require senior level technical support from within Property and Contracts for their delivery. Those projects are:-

- Recycling and Energy Recovery Facility project:
- Super Connected Cities and Broadband;
- Solar PV Scheme;
- Clydes Bio-mass Scheme.

(The Clydes scheme is underway and moving to delivery phase but the current lead officer leaves the Council at the end of September 2014).

- 3.2 In order to ensure timely and effective delivery of the projects mentioned above it is considered that a Service Manager at grade PO6 supported by a Technical Officer at grade SO2 are required. As the projects are time limited it is proposed that the two posts to be created will be for a fixed term of two years. Towards the end of that period the need for the posts will be reviewed and a further decision taken as required. Standard job descriptions will be used for both posts.
- 3.3 It is proposed that the PO6 post will be filled by a redeployee currently at that grade from within Environment and Housing Directorate and the SO2 post will be filled as part of the Property and Contracts restructure. Salary costs will be met by a proportionate recharge to the capital cost of the individual schemes.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 The posts have been discussed with the Director of Environment and Housing.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 There are no known issues.

4.3 Council policies and City Priorities

4.3.1 The projects are all delivering City priorities notably:-

- Dealing effectively with the City's waste;
- Ensuring high quality public services.

4.4 Resources and value for money

4.4.1 The cost of the two posts will be charged to the capital schemes proportionate to the estimated amount of time spent on each project. The total cost per annum will be £87k at grade maximum.

4.5 Legal Implications, Access to Information and Call In

4.5.1 There are no legal implications and the report is not subject to call in.

4.6 Risk Management

4.6.1 If the posts are not created then there is a risk that appropriate support will not be available for successful delivery of the projects.

5 Conclusions

5.1 Two posts are required to support successful delivery of key infrastructure projects.

6 Recommendations

6.1 The Chief Officer Property and Contracts is asked to approve the creation of two temporary posts at PO6 and SO23 for a period of two years to support delivery of key infrastructure projects.

7 Background documents¹

7.1

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.