

		<b>Employment Committee Report</b> <b>14<sup>th</sup> June 2012</b>	<b>Agenda Item No.</b> <b>7</b>
<b>Title:</b>		Addition of a post to the Housing & Property Services establishment	
<b>For further information about this report please contact</b>		Jameel Malik, Head of Housing and Property Services	
<b>Service Area</b>		Housing and Property Services	
<b>Wards of the District directly affected</b>		All	
<b>Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006</b>		No	
<b>Date and meeting when issue was last considered and relevant minute number</b>		N/A	
<b>Background Papers</b>		<ul style="list-style-type: none"> <li>• 18.04.12 Executive Minute No. 150 FFF Update report to Executive</li> <li>• 18.04.12 Executive Minute No. 160 HPS SAP 2012 - 13</li> </ul>	

<b>Contrary to the policy framework:</b>	No
<b>Contrary to the budgetary framework:</b>	No
<b>Key Decision?</b>	No
<b>Included within the Forward Plan? (If yes include reference number)</b>	No

<b>Officer/Councillor Approval</b>		
With regard to officer approval all reports <i>must</i> be approved by the report authors relevant director, Finance, Legal Services and the relevant Portfolio Holder(s).		
<b>Officer Approval</b>	<b>Date</b>	<b>Name</b>
Deputy Chief Executive	25.05.12	Bill Hunt
Monitoring Officer	25.05.12	Andrew Jones
Head of Finance	25.05.12	Mike Snow
Portfolio Holder for Housing and Property Services	28.05.12	Councillor Norman Vincett
<b>Consultation Undertaken</b>		
Please insert details of any consultation undertaken with regard to this report.		
<b>Final Decision?</b>		Yes
<b>Suggested next steps (if not final decision please set out below)</b>		

## 1 SUMMARY

- 1.1 This report seeks approval to amend the Housing & Property Services Establishment for the additional post of Business Growth Officer, subject to Executive approval on 20<sup>th</sup> June 2012 of the funding required. A copy of the revised structure is attached at Appendix 1.

## 2 RECOMMENDATION

- 2.1 That Employment Committee approves one additional establishment post, subject to approval by Executive, for Housing & Property Services for the appointment of a Business Growth Officer. The post will be a 2 year fixed term contract at a cost of circa £40,000 per year (inclusive of on-costs) commencing 2012/13 of which will be, subject to approval by Executive, £32,000 of Housing Revenue Account funds and £8,000 of General Fund Service Transformation Reserve.

## 3 REASONS FOR THE RECOMMENDATION

- 3.1 This post is required in order to deliver business growth projects which were contained in the Housing & Property Services 2012 – 13 Service Area Plan and in the Fit for the Future change programme update approved by Executive on 18<sup>th</sup> April 2012.
- 3.2 Housing & Property Services have already identified multiple projects which, if adequately resourced, could be delivered within 24 months. These include;
  - **Existing services to new markets** - Selling Housing & Property Services to other corporate clients such as local educational, health and Government agencies
  - **New services to existing market** - Exploring invest to save initiatives for existing tenants and leaseholders which generate revenue for the Business Plan and reduce cost for tenants, for instance the installation of LED lighting in our corporate properties and voltage regulators. Other examples include replacing existing static lifeline systems with more mobile GPS technology.
- 3.3 The recruitment of a Business Growth Officer greatly supports Warwick District Councils Vision to be "a great place to live work and visit" and also directly supports the Council's Fit for the Future change programme. Furthermore, it supports the principles of the Council's Spend to Save initiative. Not only will additional income/savings be generated above that of the initial investment, services to new and existing customers will be greatly improved.
- 3.4 The receipt of additional income above that which has been assumed in the Housing Business Plan will assist the service to be placed in a strong position

against the risk of variations in assumptions. In addition, it will allow the service to deliver ambitions above that which have been expressed within the Business Plan.

#### **4 ALTERNATIVE OPTIONS CONSIDERED**

- 4.1 The only alternative option is for Employment Committee not to approve the establishment amendment. If the change was not approved, there is a significant risk that the opportunities which are readily available to us are simply lost as there is not the adequate resource to manage and deliver projects which is required.

#### **5 BUDGETARY FRAMEWORK**

- 5.1 Funding for this post is subject to Executive approval on 20<sup>th</sup> June 2012.
- 5.2 Initial projections are that over a 5 year period additional income could be generated of £220,000. The approval of this post will increase revenues for the Housing Business Plan over the long term. This will provide additional income above what is currently assumed.
- 5.3 In the unlikely event that this post was to not realise any savings at all, there would be no significant impact on the 50 year Business Plan.