

 Employment Committee – 7th April 2014		Agenda Item No. 5
Title	Extension of temporary posts (Senior Project Coordinators, Customer Contact Manager & Organisational Development)	
For further information about this report please contact	Andrew.jones@warwickdc.gov.uk (01926) 456830	
Wards of the District directly affected		
Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006?	No	
Date and meeting when issue was last considered and relevant minute number	N/A	
Background Papers		

Contrary to the policy framework:	No
Contrary to the budgetary framework:	No
Key Decision?	No
Included within the Forward Plan? (If yes include reference number)	No
Equality & Sustainability Impact Assessment Undertaken	No (If No state why below)
Not applicable	

Officer/Councillor Approval	Date	Name
Deputy Chief Executive & Monitoring Officer	7 th February 2014	Author
CMT	3 rd March 2014	Chris Elliott, Bill Hunt, Author
Section 151 Officer	3 rd March 2014	Mike Snow
Portfolio Holder(s)	19 th March 2014	Councillor Hammon & Councillor Mrs Grainger
Consultation & Community Engagement		
Trade Unions.		
Final Decision?	Yes	
Suggested next steps (if not final decision please set out below)		

1. **SUMMARY**

- 1.1 This report is to consider extending temporary posts so as to enable the Council to deploy the necessary resources to continue with its Prosperity and Organisational development change initiatives.

2. **RECOMMENDATIONS**

- 2.1 That Employment Committee agrees that 2 x Senior Project Coordinator posts (Y99999 x 2) are extended to 31st March 2016.
- 2.2 That Employment Committee agrees that Customer Contact Manager post (X99999) is extended to 31st March 2016.
- 2.3 That Employment Committee agrees that Organisational Development Officer post (X20045) is extended to 31st March 2016.

3. **REASONS FOR THE RECOMMENDATIONS**

- 3.1 On 26th February 2014, Council agreed the Budget for 2014/15 which made provision for the funding of temporary posts Y99999 x 2, X99999 and X20045 until 31st March 2015 with the costs for the subsequent year being factored-into the Council's Medium Term Strategy. This funding can only be utilised once Employment Committee has agreed that the posts should be included on the Council's staffing establishment.
- 3.2 The Senior Project Coordinator posts are considered to be crucial to the Council's ambitions as the incumbents are leading on a number of "flagship" projects:
- Station Approach;
 - HQ Relocation;
 - Limited Liability Partnership with Public Sector Partnerships;
 - Lillington Regeneration;
 - Gateway;
 - Clarendon Arcade;
 - Leamington southern gateway; and
 - Leamington Town Centre masterplan.
- 3.3 If these posts were not to continue then given the Council's current programme of work there would not be officer capacity to progress these initiatives unless other aspects of the Council's programme was stopped. Members should also note that the projects identified at 3.2 are entirely consistent with progressing the Council's prosperity agenda.
- 3.4 The Customer Contact Manager's post also leads on the delivery of the Council's Channel Strategy Action Plan which has seen significant progress in migrating customers from more expensive channels of communication (face-to-face, phones) to the web. However, the Plan's actions are not complete (75%) and further work is still required. It is also the case that the organisation is not yet in a position to reallocate the managerial responsibilities.
- 3.5 The final recommendation concerns the Organisational Development Officer post. This post is leading on a number of corporate projects which again are

linked to the Council's prosperity agenda but also general service improvements:

- National Bowls Championships 2014;
- Oakley Wood Crematorium improvements;
- Review of Warwick Mop; and
- Organisational change.

3.6 There is the same rationale as described in 3.3 for the continuation of the Organisational Development post.

4. **POLICY FRAMEWORK**

4.1 The Council has adopted Fit For the Future as its strategic approach to dealing with the challenges facing the Council. Within Fit For the Future is a Change Programme to deliver benefits in three areas; Customer Service, Financial stability and Organisational change.

4.2 The proposals in this report help support the delivery of those benefits and have been subject to a comprehensive, open and transparent consultation process.

5. **BUDGETARY FRAMEWORK**

5.1 As part of the Budget Setting in February 2014 the Council agreed the funding for the posts until 31 March 2016.

6. **ALTERNATIVE OPTION(S) CONSIDERED**

6.1 None.