

DERBYSHIRE COUNTY COUNCIL
CABINET MEMBER MEETING FOR
COUNCIL SERVICES

10 January 2018

**Report of the Strategic Director Commissioning, Communities and
Policy**

New Fixed Term Grade 11 Energy Officer

1. Purpose of the Report

Approval is sought to create and recruit to a new post of Energy Officer, within Corporate Property, to cover an agreed period of long term leave.

2. Information and Analysis

A temporary vacancy has arisen for an Energy Officer due to agreed long term leave of the current post holder. Currently the role is Grade 13, due to the short term nature of the cover elements of the role have been reallocated and as the Council is currently considering a new Energy Strategy, this area of the role has been put on hold. There are however other elements of the job that must be progressed. Therefore, it is proposed that the remainder of the role should be held by a temporary post holder evaluated as a Grade 11 Energy Officer.

The role will be fixed term until the post holder returns, expected on 10 September 2018, or earlier in the event of the post holder returning earlier.

3. Financial Considerations

If calculated over a 12 month period the saving by replacing a Grade 13 post with a Grade 11 post is £8612, however the saving will be less, and dependent on the date the fixed term contract commences and the post holder returns, and will be calculated on a pro-rata. This saving will be credited to the Corporate Property/Corporate Landlord staffing budget.

4. Legal Considerations

It is appropriate for the role to be fixed term as the vacancy has arisen due to the absence of an existing employee and will come to an end upon the return of the post holder/at the end of the fixed term period.

Human Resources Considerations

The structure will be consistent with the Council's Organisational Design Principles and will enable and support service delivery.

The new job has been subject to job evaluation and grading levels have been confirmed in line with the HAY job evaluation scheme.

It is proposed that the role of Energy Officer be advertised as a Grade 11 which is salary scale £30,788 - £33,821 at pay points 36 - 39. Roles and responsibilities attached to this new post have been designed to support short term operational requirements. The reporting line of the role remains unchanged.

Recruitment will be undertaken in accordance with the Council's Recruitment and Selection Policy. As required by that Policy, initially, the post will be advertised internally with the intention to second the successful candidate to this role.

5. Social Value Considerations

Offering temporary secondments such as these provides staff with development opportunities which can under-pin succession management strategies to ensure an efficient and effective workforce and delivery of service.

6. Other Considerations

In preparing this report the relevance of the following factors has been considered; prevention of crime and disorder, equality and diversity, environmental, health and transport considerations.

7. Background Papers

Business Case and evaluated Job Profile available from Corporate Property

9. Key Decision

NO

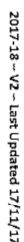
10. Call-in

Is it required that call-in be waived for any decision on this report? **NO**

11. Officer Recommendation

That approval be given to create and recruit to the fixed term post of Energy Officer.

EMMA ALEXANDER
Strategic Director Commissioning, Communities and Policy



^a Grant Funded