

COMMITTEE: SCRUTINY BOARD

DATE: 31ST JANUARY 2005

SUBJECT: SCRUTINY TEAM - STAFFING

REPORT BY: DIRECTOR OF SCRUTINY

CONTACT OFFICER: GEOFF BOCUTT 01582 546073

IMPLICATIONS:

LEGAL	COMMUNITY SAFETY
EQUALITIES	ENVIRONMENT
FINANCIAL	CONSULTATIONS
STAFFING	OTHER

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WARDS AFFECTED: NONE

PURPOSE

1. The purpose of this report is to inform the Board about the latest staffing position in the Scrutiny Team.

RECOMMENDATION(S)

2. **Scrutiny Board is recommended to note the report and the interim allocation of responsibilities.**

BACKGROUND

3. The Scrutiny Team consists of the director and three scrutiny officers. The three scrutiny officer posts all have the same generic job description; however each of the officers in post has responsibility for assigned committees and topics.

REPORT

4. One of the scrutiny officers has requested and been granted a career break which means they will be away for approximately eleven months. It will be necessary to fill the post for the period the career breaker is away and I have taken the necessary action to do that. An invitation was extended to redeployees who had been skill matched against the essential criteria for the post but this was unsuccessful. Currently the post is advertised internally as a secondment opportunity and I shall report orally on the success or otherwise of this approach and whether it proves necessary to advertise the post externally.
5. It is inevitable that there will be a gap when the post will be unfilled and during that time the pace of work will slacken in some areas. The interim arrangements for the remaining staff to assume responsibility for committees and functions is set out in the appendix.

PROPOSAL/OPTION

6. I have obtained approval from the Chief Executive to proceed to fill the post on the basis that it is within the approved establishment and is necessary for the effective functioning of scrutiny.

STAFFING IMPLICATIONS

7. The staffing implications are set out in the report. There must be a risk that it takes longer than anticipated to fill the post in which case there could be adverse effects both on the work of the committees and panels and on the remaining members of the team. I will report to the Board if this proves to be the case.

APPENDIX

Roles and Responsibilities

LIST OF BACKGROUND PAPERS **LOCAL GOVERNMENT ACT 1972, SECTION 100D**

There are no background papers relating to this report.