

**SUBJECT: Post Re Evaluation of Lead Community Improvement Supervisor (working with prisoners)**

**MEETING: INDIVIDUAL CABINET MEMBER DECISION**

**DATE: 9<sup>th</sup> May 2018**

**DIVISION/WARDS AFFECTED: All Wards**

**CABINET MEMBER: Councillor P Murphy**

## **NON-PUBLICATION**

*N/A*

### **1. PURPOSE:**

To seek member approval to implement a salary increase following the post re-evaluation of the above post.

### **2. RECOMMENDATIONS:**

2.1 That the grade for the post be raised from an E to an F in line with the post job re-evaluation and Job description.

### **3. KEY ISSUES:**

The prison service provide a valuable placements resource to MCC.

The teams carryout various operational activities for communities throughout Monmouthshire, undertaking maintenance and improvement works that are no longer undertaken by our staff due to reductions in resources.

This is a crucial role in assessing the suitability and capability of those placements and involves direct liaison with the Prison Service.

### **4. OPTIONS APPRAISAL**

The post has been re-evaluated in line with Council Policy and Procedure.

If not approved there would be no overall Supervision and assessment of our Community Improvement Teams.

**5. EVALUATION CRITERIA**

**Attached**

**6. REASONS:**

Our Community improvement teams provide a much valued high quality service throughout Monmouthshire and engage daily with Members, Community Councillors, and various clients in undertaking works within their respective Wards, of which are inclusive of litter picking to Trunk Roads throughout Monmouthshire, path clearance, clearance of overgrown areas, grass cutting, hedge cutting.

**7. RESOURCE IMPLICATIONS:**

The annual salary for post of Lead Community Improvement Supervisor would increase by £3293.00 of which would increase annually on an incremental basis.

The post is funded wholly by Welsh Government Tidy Towns Grant funding.

**8. WELLBEING OF FUTURE GENERATIONS IMPLICATIONS (INCORPORATING EQUALITIES, SUSTAINABILITY, SAFEGUARDING AND CORPORATE PARENTING):**

**9. CONSULTEES:**

**Cabinet Members**

**10. BACKGROUND PAPERS:**

*Not applicable*

**11. AUTHOR: Nigel Leaworthy**

**CONTACT DETAILS: Mr Nigel Leaworthy Operations Manager**

### Evaluation Criteria – Cabinet, Individual Cabinet Member Decisions & Council

<b>Title of Report:</b>	
<b>Date decision was made:</b>	
<b>Report Author:</b>	

#### What will happen as a result of this decision being approved by Cabinet or Council?

What is the desired outcome of the decision?

To approve the report to increase salary in line with job re-evaluation process.

What effect will the decision have on the public/officers? It would have a positive impact regarding the support of members and their individual wards in implementing and sustaining the cleanliness of our Trunk Roads, Towns and villages, in addition giving critical support to our existing Community Support Team, also in providing more flexibility and robustness in increasing future Community Support Team provision.

12 month appraisal

Was the desired outcome achieved? What has changed as a result of the decision? Have things improved overall as a result of the decision being taken?

#### What benchmarks and/or criteria will you use to determine whether the decision has been successfully implemented?

Think about what you will use to assess whether the decision has had a positive or negative effect:

Has there been an increase/decrease in the number of users

Has the level of service to the customer changed and how will you know

If decision is to restructure departments, has there been any effect on the team (e.g increase in sick leave)

We will maintain a record of completed works carried out by the Community Improvement Teams to assess cost effectiveness of delivery

12 month appraisal

*Paint a picture of what has happened since the decision was implemented. Give an overview of how you fared against the criteria. What worked well, what didn't work well. The reasons why you might not have achieved the desired level of outcome. Detail the positive outcomes as a direct result of the decision. If something didn't work, why didn't it work and how has that effected implementation.*

#### What is the estimate cost of implementing this decision or, if the decision is designed to save money, what is the proposed saving that the decision will achieve?

Give an overview of the planned costs associated with the project, which should already be included in the report, so that once the evaluation is completed there is a quick overview of whether it was delivered on budget or if the desired level of savings was achieved.

There is a small increase in staff costs that disproportionately improve the service delivery.

12 month appraisal

*Give an overview of whether the decision was implemented within the budget set out in the report or whether the desired amount of savings was realised. If not, give a brief overview of the reasons why and what the actual costs/savings were.*

Any other comments

## Appendix 1.

### Well-being and Future Generations Assessment

<p><b>Name of the Officer</b> Nigel Leaworthy</p> <p><b>Phone no:</b> 01633 644151</p> <p><b>E-mail:</b> nigelleaworthy@monmouthshire.gov.uk</p>	<p><b>Please give a brief description of the aims of the proposal</b></p> <p>To agree the increase in salary of Lead Community Improvement Supervisor in accordance with the post re evaluation</p>
<p><b>Name of Service</b></p> <p>Waste &amp; Street Services</p>	<p><b>Date Future Generations Evaluation</b> December 2019</p>



**1. Does your proposal deliver any of the well-being goals below?** Please explain the impact (positive and negative) you expect, together with suggestions of how to mitigate negative impacts or better contribute to the goal.




Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p><b>A prosperous Wales</b></p> <p>Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p>	<p>The Community Improvement Teams provide a cost effective service keeping our urban districts clean, tidy and well-presented. MCC would not be able to provide this level of service commitment by other means without an impact on other services.</p> <p>The work carried out by the teams contributes to the high standards of presentation of town centres that promotes retail visitors and therefore economic activity and in residential districts contributes to desirability and stable house prices</p>	<p>Prison and community service teams are at risk of poor public perception due to the background context of the participants. The purpose of this report is to ensure that this supervision is in place</p>

Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p><b>A resilient Wales</b></p> <p>Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)</p>	<p>The Community Improvement Teams work in support of the objective of Waste and Street Services (WSS) department. In the last few years, WSS have undergone reviews of its land management practice to ensure that it meets the needs of Biodiversity and resilient Ecosystems. These reviews are ongoing within a culture of ongoing improvement and innovation. Therefore, the Community Improvement Team will be working in line with the Resilient Wales Theme</p>	<p>To ensure that the teams meet this aspiration, the supervisor will receive appropriate information, instruction and training to ensure high standard of work</p>
<p><b>A healthier Wales</b></p> <p>People’s physical and mental wellbeing is maximized and health impacts are understood</p>	<p>It is well understood that high quality environments contribute to people’s physical and mental wellbeing. As the Communal Development Teams core purpose is to maintain our environments, they will contribute to a healthier Wales.</p> <p>The work carried out will also contribute to the wellbeing of the participants through physical exercise in the natural environment.</p>	
<p><b>A Wales of cohesive communities</b></p> <p>Communities are attractive, viable, safe and well connected</p>	<p>See comments above</p>	
<p><b>A globally responsible Wales</b></p> <p>Taking account of impact on global well-being when considering local social, economic and environmental wellbeing</p>	<p>Increasing populations and subsequent populations has an impact on fly tipping and litter issues. As a county with coast line and rives leading directly to the sea, these issues have a direct global impact. The Community Development teams contribute to the management of litter and fly tipping allowing WSS to respond as swiftly as possible to reported offences,</p>	

Well Being Goal	How does the proposal contribute to this goal? (positive and negative)	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
	therefore contributing to meeting our global responsibilities	
<b>A Wales of vibrant culture and thriving Welsh language</b>  Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation	neutral	neutral
<b>A more equal Wales</b>  People can fulfil their potential no matter what their background or circumstances	All participants are treated equally and fairly within the structures that the Teams are set.	Recruiting to operational posts in Grounds and Waste in WSS is challenging. There is potential to identify future employees for WSS

## 2. How has your proposal embedded and prioritised the sustainable governance principles in its development?

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p>Long-term</p> <p>Balancing short term need with long term and planning for the future</p>	It is envisaged that there will be a long term need for placements into this type of work based activity and to which is matched the long term need to provide this type of service. Therefore, this is a good match	
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	This is a good example of partnership working with other statutory bodies	

Sustainable Development Principle	How does your proposal demonstrate you have met this principle?	What has been done to better to meet this principle?
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>The teams provide a reactionary service to residents placing service requests through the MyMonmouthshire App</p>	
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>NA</p>	
 <p>Integration</p> <p>Positively impacting on people, economy and environment and trying to benefit all three</p>	<p>The service helps to ensure people's concerns are dealt with quickly and that the condition of our build and natural assets are maintained</p>	



**3. Are your proposals going to affect any people or groups of people with protected characteristics?** Please explain the impact, the evidence you have used and any action you are taking below.

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age	The proposal does not have an impact on protected characteristics of individuals.		
Disability			
Gender reassignment			
Marriage or civil partnership			
Race			
Religion or Belief			
Sex			
Sexual Orientation			
Welsh Language			

**4. Council has agreed the need to consider the impact its decisions has on important responsibilities of Corporate Parenting and safeguarding. Are your proposals going to affect either of these responsibilities?** For more information please see the guidance note <http://hub/corporatedocs/Democratic%20Services/Equality%20impact%20assessment%20and%20safeguarding.docx> and for more on Monmouthshire's Corporate Parenting Strategy see <http://hub/corporatedocs/SitePages/Corporate%20Parenting%20Strategy.aspx>

	Describe any positive impacts your proposal has on safeguarding and corporate parenting	Describe any negative impacts your proposal has on safeguarding and corporate parenting	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?
Safeguarding	As 4 above, the proposals do not affect individuals and thereby do not affect or impact on the Council's corporate parenting and safeguarding duties.		
Corporate Parenting			

**5. What evidence and data has informed the development of your proposal?**

Ongoing reviews of service area
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**6. SUMMARY: As a result of completing this form, what are the main positive and negative impacts of your proposal, how have they informed/changed the development of the proposal so far and what will you be doing in future?**

The proposal sets out to maintain service delivery in constrained times in a cost effective manner. There are no significant negative factors

**7. Actions. As a result of completing this form are there any further actions you will be undertaking? Please detail them below, if applicable.**

<b>What are you going to do</b>	<b>When are you going to do it?</b>	<b>Who is responsible</b>	<b>Progress</b>
Ensure Supervisor receives appropriate levels of Information, Instruction and Training	As part of normal CICO process	Nigel Leaworthy	Ongoing

**8. Monitoring: The impacts of this proposal will need to be monitored and reviewed. Please specify the date at which you will evaluate the impact, and where you will report the results of the review.**

The impacts of this proposal will be evaluated on: December 18