

Appendix 2 – Enterprise - Additional posts which are subject to Job Evaluation

Service Area: Placemaking, Housing, Highways and Flood

Head of Planning – Forecast Grade – NJC grade M - £49,489 plus employers on costs

To enable the Head of Placemaking, Housing, Highways and Flood to undertake the increased breadth of duties, it is necessary to recreate the post of Head of Planning. The Head of Planning will provide leadership to the Planning Policy and Development Management teams, including the Local Development Plan, working closely with the Group Engineer, Highways and Flood to offer a co-ordinated approach to development and infrastructure within the county. The post holder will report to the Head of Placemaking, Housing, Highways and Flood. This additional post adds further professional resource and allows the department Head to remain outside of the formal Planning process thereby offering a more holistic and strategic oversight of the LDP and strategic leadership of the services.

(a further report will be brought by the Head of Placemaking, Housing, Highways and Flood in the coming months which will seek further adjustments to the establishment to reflect any required realignments as a consequence of this report).

Service Area: Neighbourhood Services

Tree Specialist – Forecast Grade – NJC grade G - £26,999 - £30,507 plus employers on costs

Currently the authority has one tree officer that works part time on Tree Preservation Orders and planning development (tree related) matters. The authority has no other specific arboriculture expertise and advice comes from officers elsewhere in the establishment that have tree related qualifications/experience/expertise. The authority has a massive stock of trees few of which are mapped, recorded or surveyed. The authority is responsible for trees in sites such as schools, parks, open spaces, 'landlord' sites, highways, cemeteries, 'countryside' etc. The lack of any resource means that the authority is severely exposed to any 3rd party claims that may arise from damage or injury and equally the authority has no forward planning of management or development of our trees. Of particular relevance currently is the prevalence of Ash Die Back disease and a strategy to develop the authority's green infrastructure; in the context of the Council's climate change emergency it should be highlighted that trees offer one of the most effective natural controllers of carbon dioxide in the atmosphere.

Waste/grounds maintenance supervisors (x2) – Forecast Grade - NJC grade G - £26,999 - £30,507 plus employer on costs (per officer)

This service area has reduced front line management and supervision in previous years but the complexity of the service and the extensive customer base for the grounds teams means that those remaining in post are under unsustainable pressure to ensure that this high profile front line service is delivered consistently and effectively. To address this two additional supervisors will be added to the establishment. These staff will work with the depot manager and existing supervisors.

(a further report will be brought by the newly created Head of Neighbourhood Services in the coming months which will seek further adjustments to the Waste and Street scene establishment and which will address the funding of these two posts. Whilst in overall terms remaining cost neutral, authority is sought to create these posts at this time in order that recruitment may commence. Current workloads are such that services and staff will suffer further without the creation of additional front line supervision resource).

HWRC Manager – Forecast Grade- NJC grade J - £37,849 - £41,675 plus employer on costs

This post will be added to the establishment in anticipation (and future decision) of the authority ultimately taking direct control of the Household Waste Recycling Centres (HWRC) rather than the service being provided under contract. The contract ends in April 2020 but plans and negotiations to manage the hand over will commence in September of this year. This post (and those of other staff that will transfer to MCC from the incumbent contractor) will be fully funded by the removal of contractual payments as the service comes 'in-house'. Budget forecasts suggest that bringing the service in house will further reduce costs by approximately £70,000 per year (albeit the service budget has been reduced as opening days have been cut and access better managed – no access for users from out of county)

Health, Safety and Wellbeing Officer – Forecast grade – NJC grade H - £30,507 - £33,799 plus employers on costs

With greater emphasis being placed upon vocational training (and potential income) the H&S monitoring role provided by one of the Raglan training staff has been lost with the transfer to the Corporate Training Unit. The need for effective H&S monitoring amongst our direct services (waste, grounds, highways etc.) is essential but to assist with funding the role is being combined with a well being function. The role will seek to support staff that are away from the work place due to sickness. The intention is to adopt a more proactive approach to assisting employees incurring sickness absence to return to the workplace. This may include workplace adaptations, occupational health referrals and generally demonstrating a greater interest in the welfare of the employees. The outcome will be to reduce sickness absence and the costs associated with sickness absence from work. In 2018/19 the cost of sickness absence for the various Operations services amounted to £346,000. A trial undertaken in PTU has seen a major reduction in sickness absence so whilst not all costs are recoverable a 25% reduction in sickness absence would offer a real saving of at least £70,000 making the post self funding.

Service Area: Strategic Projects

Project/Grant Programme Manager – Forecast grade - NJC grade K – £41,675 - £45,591 plus employer on costs

Much of the Welsh Government funding for projects comes via bids to active travel and local transport funds plus others as they may come available from time to time. The Council's success in this depends upon the quality of the bids and the ongoing liaison with WG and other grant partners to provide them with progress reports on information, spend etc. Increasingly the projects and the funding streams become more complex as other

partner organisations play their part and co-ordination and consultation becomes more involved to broker the delivery of a project. In particular transport related schemes might typically include Transport For Wales, TfW Rail, Capital Region RTA as well as WG and MCC but a successful project delivers major improvements to Monmouthshire. This post is the key to successful bidding and project management capable of drawing in several millions of pounds annually but also to ensuring that MCC is well represented at regional and national level. The post will be funded either directly by capital/grant funding or by fee charged to various grant and capital projects. To release funding for the wider Enterprise restructure exercise the post of Transport Planning and Policy Officer will be deleted and the role subsumed into this post plus the Active Travel Lead (discussed below).

Service Area: Enterprise and Community Animation

Apprenticeship, Graduate and Internship (AGI) co-ordinator – Forecast grade – NJC grade H £30,507 - £33,799 pro rata (22.2 hours).

The purpose of the role will be to support the Youth Enterprise Manager in delivering on the priorities of the Apprentice, Graduate and Intern Strategy. The AGI Coordinator will monitor and support delivery of the AGI Strategy and action plan, and will have a responsibility to;

- Support identification and creation of apprentice, graduate and intern opportunities across the organisation to support current and future skills needs.
- set up and manage a comprehensive quality monitoring system for AGI opportunities to ensure a positive experience for all involved
- increase accessibility to higher level and more diverse training opportunities for new and existing employees
- promote the value of apprentice, graduate and intern recruitment opportunities within the local authority

Service Area: Monlife

Active Travel Lead – Forecast grade – NJC grade H - £30,507- £33,799 plus employers on costs – 2 YEAR Fixed Term Contract

The purpose of this role will be to lead and coordinate on the delivery of walking and cycling plans and projects across Monmouthshire and promote active travel to business, colleges, community and schools. Active Travel is now a major priority for Welsh Government and aligns with our priorities regarding integrated transport solutions and wider wellbeing agenda.

(a further report will be brought by the newly created Monlife Chief Operating Officer in September 2019 which will seek further adjustments to the Monlife establishment and which will address the alignment of this post within this set of services. Whilst in overall terms remaining cost neutral, authority is sought to create this post at this time in order that recruitment may commence.)