

<b>SUBJECT:</b>	<b>Creation of a Supernumerary Role – Community and Partnership Development Team</b>
<b>MEETING:</b>	<b>COMMUNITIES AND PLACE DMT</b>
<b>DATE:</b>	<b>11<sup>th</sup> March 2024</b>
<b>DIVISION/WARDS AFFECTED:</b>	<b>ALL</b>

**1. PURPOSE:**

- 1.1 To consider the creation of a supernumerary role to accommodate the return of a seconded employee, if needed.

**2. RECOMMENDATIONS:**

- 2.1 To approve the creation of a supernumerary role within the Community Development Team, following the secondment of the Community Partnership Development Lead, to the role of the Public Innovation Manager in the Cardiff Capital Region (CCR) City Deal Office.

**3. KEY ISSUES:**

- 3.1 On 1<sup>st</sup> February 2021 the Community Partnership Development Lead (Grade J) postholder secured a secondment to the Infuse Programme as the Infuse Programme Manager.
- 3.2 Since the appointment, the Community Development Team has undergone two line management changes, both line managers have undertaken team restructures. These restructures have resulted in the deletion of the Community Partnership Development Lead post, as it was no longer relevant to the team's revised purpose.
- 3.3 The employee has now secured a new role as the Public Innovation Manager with the CCR City Deal Office; however, this is also a seconded role which will run from the 18<sup>th</sup> of March to the 30<sup>th</sup> of September 2025. CCR are currently unable to offer permanent employment as the organisation is transitioning into a Corporate Joint Committee and management structures are not yet in place.
- 3.4 Whilst it is unlikely that the employee will return to the Council, the Council is legally obliged to hold a supernumerary role within the structure, at the same grade as the employee's substantive post, Grade J.
- 3.5 Should they return; the employee will be encouraged to apply for advertised roles which are available at that time. If, however, no suitable roles are available, the employee will be faced with a redundancy situation, costs of which will be calculated based on the Grade J salary point of their substantive role.
- 3.6 It is therefore recommended that a supernumerary role be held within the Community Development Team structure to facilitate the Council's legal

obligation in this case and that a revised employment contract is issued accordingly.

**4. EQUALITY AND FUTURE GENERATIONS EVALUATION (INCLUDES SOCIAL JUSTICE, SAFEGUARDING AND CORPORATE PARENTING):**

4.1 An evaluation is not required for this paper as no policy or service change is proposed.

**5. OPTIONS APPRAISAL**

5.1 An Options Appraisal has not been undertaken as the Council has a legal obligation to hold a supernumerary role for the employee.

**6. EVALUATION CRITERIA:**

6.1 Not required for this report.

**7. REASONS:**

7.1 The creation of the supernumerary role will ensure that the Council fulfils its legal obligations.

**8. RESOURCE IMPLICATIONS:**

8.1 There is a potential redundancy risk associated with the creation of the supernumerary role which will either be managed from within the Communities and Place Directorate or will be allocated against the capitalisation directive.

**9. CONSULTEES:**

Communities and Place DMT  
HR Manager  
Solicitor (People)  
HR Business Partner

**10. BACKGROUND PAPERS:**

N/A

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