

Report of the Portfolio Holders for Economic Development and Asset Management, and Housing**Change Delivery Manager Recruitment****1. Purpose of Report**

To seek Cabinet approval for the conversion of the existing Change Delivery Manager role, currently within the establishment as a two-year fixed term post into a full-time permanent position.

2. Recommendation

Cabinet is asked to RESOLVE that the current fixed term Change Delivery Manager post, within the Asset Management and Development service, is converted into a permanent established role, at a Grade 13, plus a market supplement to be reviewed biennially in accordance with the market supplement policy

3. Detail

Following approval by Cabinet on 9 January 2024, the appointment of a Change Deliver Manager role, within the Asset Management and Development service, but with a requirement to support Housing Management colleagues, was undertaken, on a two-year fixed-term contract.

The role has provided vital additional capacity to lead a number of key strategic and operational pieces of work, including:

- The delivery of a Housing Repairs Scheduling and Asset Management System (implementation pending final sign off).
- A full review of all key policies within the Housing Repairs service area, including recharges.
- Co-ordination and production of the 2025-2030 Asset Management Strategy and Housing Delivery Plan
- Ongoing review of Kimberley Deport Stores (to be completed in November 2025).
- Establishment of a revised performance management framework for Housing Repairs.
- Implementation of the HQN Mock Audit recommendations to ensure the Council is prepared for the Social Housing Regulator.
- Co-ordination of key Asset Management and Development and Housing Management work streams, including supporting the Housing Improvement Board and the Asset Management and Repairs Steering Group.
- Full refresh of the Asset Management and Development risk assessment suite.

- Amendment and relaunch of the Asset Management and Development performance management system.

The role has developed into an essential vehicle to allow a co-operative and collaborative working relationship between Asset Management and Development and Housing Management, which is essential in delivering a good quality Housing service to customers. Many of the projects above are in the advanced stages of being delivered/implemented, and it is important that consistency is ensured for successful outcomes to be realised. Projects which are as fundamental to the ongoing improvement of the overall Housing service, such as the delivery of ICT systems, need to be protected, both in terms of the initial implementation exercise, and post-delivery support and development, to ensure the full positive impact of the investment can be felt.

The outcomes of the HQN Mock Inspection highlighted ongoing data management challenges for the Council, which will need to be addressed, both through the use of ICT systems, but also with staff training, some cultural change in terms of how things are done within the delivery process, and supported by coherent and up to date policy and procedural documentation. This role will continue to support and deliver all of these key areas of service improvement beyond the fixed-term contract duration presently on the establishment, and will be an important focal point from which the authority can continue to develop and improve its service to both customers of the Housing service and residents of the Borough.

4. Key Decision

This report is not a key decision.

5. Updates from Scrutiny

This report is not required to be considered by the Policy Overview Working Group or the Overview and Scrutiny Committee.

6. Financial Implications

The comments from the Assistant Director Finance Services were as follows:

The total cost the Change Delivery Manager post at Grade 13 is around £65,150 (including oncosts) with an annual salary of £49,287. The inclusion of a market supplement to maintain the salary at the existing £59,900, would require a total budget of £79,500 including oncosts.

Most of this cost would fall upon the Housing Revenue Account (HRA), with the cost being recharged as follows:

- HRA Capital 40% for the Asset Management and Development service.
- HRA Revenue 40% for the Housing Repairs and Compliance service.

- General Fund 20% for non-housing estate and commercial properties.

Whilst it is proposed that part of the funding for this role will come from the Capital Programme, through the capital salaries recharges, any associated increase in prudential borrowing costs for the Housing Capital Programme will ultimately be met from the HRA.

7. Legal Implications

The comments from the Head of Legal Services were as follows:

Whilst there are no direct legal implications that arise from this report, it is important that this recruitment process is in accordance with the Council's Recruitment and Selection policy as well as the Market Supplement Policy.

8. Human Resources Implications

The comments from the Human Resources Manager were as follows:

HR support the proposals.

9. Union Comments

The Union comments were as follows:

Unison support this proposal for making the Change Manager role permanent.

10. Climate Change Implications

Not applicable.

11. Data Protection Compliance Implications

This report does not contain any OFFICIAL(SENSITIVE) information and there are no Data Protection issues in relation to this report.

12. Equality Impact Assessment

As this is not a change to policy or a new policy, an equality impact assessment is not required.

13. Background Papers

Nil.