



Ryedale District Council

REPORT TO: North Yorkshire Building Control Partnership
DATE: 29 October 2008
REPORTING OFFICER: Les Chapman
Building Control Manager
SUBJECT: Vacancies

1.0 PURPOSE OF REPORT

1.1 To seek Members' approval to fill a vacant post.

2.0 RECOMMENDATIONS

2.1 It is recommended: -

2.1.1 That the Assistant Building Control Surveyor's post is filled on a part-time basis to 31 March 2009 when a review of its continuation will be undertaken.

2.1.2 That a part-time Building Control Surveyor post is filled on a six months temporary contract.

3.0 BACKGROUND

3.1 The Partnership has received a request from an Area Building Control Surveyor who is over 60 years of age to take flexible retirement with effect from 1 December 2008. The Surveyor wishes to reduce his hours to half time on his current salary. This request meets with all the requirements of the Partnership's Flexible Retirement Policy.

3.2 Discussions have taken place with the Surveyor who is prepared to be flexible with his new working arrangements and will provide holiday and

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sickness cover for the Ryedale and Selby areas. This will greatly assist the Partnership in delivering its site surveying requirements for these areas. This will in practice mean the Surveyor working continually for some weeks during peak holiday periods with longer breaks in between.

- 3.3** Members will be aware from previous reports that in September a Surveyor transferred to the Property Services Department at Ryedale District Council on an eighteen-month contract creating a vacancy within the Partnership. The savings created by this transfer and flexible retirement are £32,710 for this current financial year and £64,883 for 2009/10.

4.0 REPORT

- 4.1** It is essential that the Partnership now looks to a long term succession plan to have surveyors trained and in a position to step into more senior roles as the five part-time Building Control Surveyors vacate their posts over the next two/three years. It is also essential that the Partnership has sufficient staff to deliver the Business Plan and to meet with Members' and partner council's aspirations of delivering, for our customers and stakeholders, a competitive and high quality service.

- 4.2** There are potentially three options available to the Partnership:

- To appoint 2 Assistant Building Control Surveyors who will then undergo a period of training ranging from three to seven years depending on qualifications. The cost of undertaking this option will be £42,000, inclusive of on-costs based on a full financial year. This would generate overall savings of £22,883 per annum.
- To appoint 1 Assistant Building Control Surveyor as above and 1 part-time Building Control Surveyor on temporary six-months contract. This would have the advantage of maintaining a higher level of experience whilst having the flexibility to terminate the contract should the downturn in the construction industry continue into the future. The cost of this option will be £43,000 inclusive of on-costs based on a full financial year generating overall savings of £21,883.
- To appoint 1 part-time Assistant Building Control Surveyor from within the Partnership's current work force on a temporary contract to March 2009 and 1 part-time Building Control Surveyor on a temporary six months renewable contract. The future of the Assistant's post would be subject to a review at the

end of the contract. The benefits to the Partnership of an internal transfer will be that it is cost neutral to March 2009, as there will be no replacement of the vacated administrative post. The only additional cost will be for the temporary Building Control Surveyor's post.

5.0 LEGAL IMPLICATIONS

5.1 None.

6.0 FINANCIAL IMPLICATIONS

6.1 As indicated above.

7.0 CONCLUSION

7.1 If the Partnership is to deliver its Business Plan and to meet with the performance expectations of its partner authorities it is essential that adequate staffing resources be maintained. The current vacancies give the Partnership the opportunity to develop a succession plan to ensure the service can meet future needs whilst generating savings in the short term and gives the flexibility to downsize should the current slow down in construction continue.

Background Papers:

None

OFFICER CONTACT: Please contact Les Chapman, Building Control Manager, if you require any further information on the contents of this report. The officer can be contacted on: 01347 822703 or email:les.chapman@nybcp.org