



# INDIVIDUAL DECISION BY THE EXECUTIVE MEMBER FOR RESOURCES & PERFORMANCE MANAGEMENT

BURNLEY TOWN HALL

## PRESENT

**OFFICERS** Eric Dickinson - Democracy Officer

### 12. Staffing – Revenues and Benefits

**Purpose** To seek approval from the Executive member to fill posts within Revenues and Benefits.

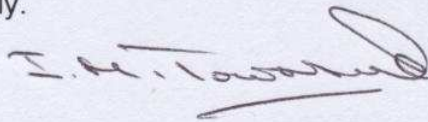
**Reason For Decision**

- To enable the service to manage a large increase in workload following welfare reform and other changes and maintain performance levels. Current and anticipated workloads for the short to medium term require a full establishment. The additional burden of work has also been acknowledged by central government who have given additional subsidy funding to assist local authorities in Revenues and Benefits service delivery.
- To achieve workforce planning objectives.

**Decision**

- (1) That both trainee posts RB2053 and RB2054 be filled on a temporary basis for one year funded from staffing underspends in 2013/14;
- (2) That one of the trainee posts be ring-fenced to the apprentice currently covering this role and following the recruitment, the apprentice post be filled;
- (3) That the vacant Billing Officer post RB3030 be converted to a career graded Revenues Assistant post grade 3-5 and recruited externally; and
- (4) That in the event that this service be retained in house it be noted that this would serve as a preliminary step to reconfigure the service to drive out savings of £100k annually.

Decision made by: Councillor Mark Townsend  
Executive Member for Resources and Performance Management

 22/10/13

Date: 22/10/2013  
Decision Published on: 22/10/2013