



INDIVIDUAL DECISION BY THE MEMBER FOR RESOURCES & PERFORMANCE MANAGEMENT

BURNLEY TOWN HALL

PRESENT

OFFICERS Eric Dickinson - Democracy Officer

3. Environmental Health & Licensing Team Restructure

- Purpose** To propose adjustments to the establishment of the Environmental Health & Licensing Team to provide sufficient capacity to maintain statutory functions, consolidate resources in preparation for the outcome of the change programme and deliver £21k salary savings.
- Reason For Decision**
- To provide an adequate staff resource to deliver services and mitigate risk.
 - To allow the service to benefit from the skills and competence within the existing staff and provide opportunities for staff development.
 - To facilitate more flexible working across the team whilst supplementing the support resource available to regulatory officers enabling more effective use of their time.
 - To deliver further efficiency savings

Decision

1. To establish a temporary 0.5 FTE part-time Environmental Health Compliance post (Grade 10), to cover for a temporary 0.6 v-time arrangement in the Principal EHO, LP 3005, (Grade 12) from 1st Sept 2014 to 31st March 2015.
2. In the event that the v-time arrangement becomes permanent agree that the temporary post should be established as permanent from April 2015.
3. To waive the recruitment and selection procedures to ringfence the existing vacant EH (Compliance) Officer post number LP 3006 to the two Environmental Protection Officers (LP 3012 & LP 3013).
4. To delete from establishment an Environmental Protection Officer post (either LP3012 or LP 3013).
5. To permanently increase, from 1st September 2014, the hours of the existing 0.5 FTE Workplace Compliance Officer post number LP3014 to 0.8 FTE and waive the recruitment and selection procedures to ringfence this to the existing postholder.
6. To permanently increase, from 1st September 2014, the hours of the existing 0.4 FTE Support Officer post number LP3071 to 0.8 FTE and waive the recruitment and selection procedures to ringfence this to the existing postholder.
7. To permanently vire £6,000 of salary savings into Food Safety consultants fees to provide sufficient resource to meet statutory food inspection obligations.
8. To permanently reduce the hours of the post LP3011, Licensing and Compliance Officer, from full time to 29 hours from 4th August 2014.
9. To delete the vacant Trainee EHO post number LP3050.

Decision made by: Councillor Howard Baker
Executive Member for Resources and Performance Management

H. Baker
9/7/14

Date: 09/07/2014

Decision Published on: 09/07/2014