


RECORD OF EXERCISE OF DELEGATED AUTHORITY BY OFFICER

SUBJECT OF DECISION: Amendments to Housing Property Services structure.	
DECISION REFERENCE D031/2019 (80)	SOURCE OF AUTHORITY AND REFERENCE (i.e. Committee/Constitution/Minute No. etc.) Report to Management Team 5 th march 2019
DATE OF DECISION 5 th March 2019	DECISION MAKER (Name and Job Title) Brent Davis, Executive Director - Operations 
RECORD OF THE DECISION a) The issue: To deliver an improved and more efficient reactive, planned and voids maintenance service, it is necessary to amend the job descriptions and terms and conditions of the Trades Operatives. These amendments result in a reduction of the establishment by 9 Trades Person posts. There are no redundancies as a consequence of this decision. b) The Decision: It was agreed that the proposed amendments to responsibilities be adopted and that the job descriptions and terms and conditions be formally adopted.	
REASON FOR THE DECISION To ensure there is appropriate capacity to respond to repairs and maintenance issues in a timely, cost effective manner, improving the 'right first time' approach and reducing the numbers of tradespersons required to complete a repair. This in turn achieves greater efficiency, value for money and customer satisfaction.	
ALTERNATIVE OPTIONS CONSIDERED AND REJECTED IN MAKING THE DECISION Significant consultation was undertaken to inform the final proposal. There is an option to outsource the service, however, this could not guarantee savings and service improvement.	
WARD RELEVANCE Reactive, Planned and Voids maintenance is undertaken across numerous Wards on an annual basis.	
FINANCIAL AND BUDGET IMPLICATIONS The proposal reduces the overall staff related costs.	
CONSULTATION UNDERTAKEN WITH MEMBERS/OFFICERS Consultation has been undertaken with the Human Resources team, the Finance Business Partner and Portfolio Holder for Housing, Health and Communities.	
ANY CONFLICT OF INTEREST DECLARED BY ANY EXECUTIVE MEMBER CONSULTED No	
IN RESPECT OF ANY DECLARED CONFLICT, ANY DISPENSATION GIVEN BY THE HEAD OF PAID SERVICE	

EQUALITIES IMPLICATIONS

None.

HUMAN RESOURCES IMPLICATIONS

The appropriate Human Resources processes have been adhered to. There are no redundancies associated with the decision.

FINANCIAL IMPLICATIONS

There is an overall revenue saving to the Housing Revenue Account

HEALTH EQUALITIES IMPLICATIONS

None.

SECTION 17 CRIME & DISORDER IMPLICATIONS

The appropriate maintenance of the housing stock helps to ensure that they are safe and secure and can also alleviate the fear of crime.

RISK MANAGEMENT IMPLICATIONS

Failure to improve the responsiveness and productivity of the teams will result in an increasing backlog of repairs and maintenance issues along with an increasing revenue cost.

ENVIRONMENTAL IMPLICATIONS

Reduction in emissions from trades vehicles as less journeys will be required.

LEGAL IMPLICATIONS

None

ANY OTHER COMMENTS

**RETURN TO DIRECTOR – GOVERNANCE & RECREATION AS SOON AS
A DECISION IS MADE OR AS REASONABLY PRACTICABLE
THEREAFTER**