

## Decision under Delegated Powers

### RTL Honorarium - Landlord Services

#### Officer Requesting Decision

Principal Officer Repairs and Maintenance

#### Officer Making the Decision

Head of Landlord Services

#### Recommendation:

1. To correct incremental progression and pay an honorarium to the Repairs Team Leaders. Posts M250 (74 hours) and M253 (37 hours).
2. From 14<sup>th</sup> June 22 to 31<sup>st</sup> August 2022 - Payment of an honorarium to cover the difference between the top of SO2 and the bottom of PO1.
3. From 1<sup>st</sup> September 2022, PO1 grade with incremental progression being calculated from this point.

#### Reasons:

Employees were undertaking duties which were at a higher grade than their post, and there was a delay in the progression of a requested re-evaluation. This DD regularises that position.

#### Authority for Decision:

Section 8.2, of the constitution gives delegated authority to Heads of Service, following consultation with the council's Human Resources team and subject to the decision complying with the council's existing policies, of the following:

- (i) to approve the payment of honoraria and acting up allowances in accordance with the Council's policy.
- (ii) to approve payment of one accelerated increment on the grounds of special merit or ability, for employees within their existing grades.
- (iii) to enter into apprenticeship agreements.
- (iv) to authorise the extension of sick pay beyond normal entitlements.
- (v) to approve essential and casual car allowances for individual posts where it is agreed that the post warrants such an allowance.


(vi) to approve post entry training of up to £5,000 per individual employee per financial year.

(vii) to make temporary appointments to be held against existing permanent posts or within the overall budget.

(viii) to change the grading of posts as a result of job evaluation, following consultation with the recognised trades unions.

### **Decision and Date:**

Approved.  
Jan Glass Head of Landlord Services  
23.08.24



### **Background:**

As above.

### **Comments from HR**

HR Advisor: S Choudhury (05.08.24)

### Summary of Comments from HR:

Once the DD is approved management will need to complete a contract variation e-form for all affected members of staff to enable HR to issue the relevant paperwork.

### **Financial Implications**

1. To pay an honorarium to cover the difference between the top of S02 and the bottom of P01 to the Repairs Team Leaders. Posts M250 (74 hours) and M253 (37 hours) from 14<sup>th</sup> June 22 to 31<sup>st</sup> August 2022 (2.5 months).

This will cost approximately £200 for each post (£600 in total). Based on 2022/23 salary master (including on-costs).

2. From 1<sup>st</sup> September 2022 PO1 grade with incremental progression being calculated from this point for posts M250 (74 hours) and M253 (37 hours).

DD200 2023 approved P01 scp29 grade to commence from 1<sup>st</sup> October 2023. This grade will now start from 1<sup>st</sup> September 2022 starting at scp29 and then an incremental increase on the 1<sup>st</sup> April 2023 to scp30. This incremental increase will cost approx. £4,800 (pro-rata) for each post (£14,400 in total). Based on 2022/23 and 2023/24 salary master (including on-costs).

Total cost: £15,000 to be fully funded through the HRA Financing Fund as per Cabinet report 1st June 2023. Delegated authority has been given to the Director of Housing and Wellbeing in consultation with the Lead Member for Public and Private Sector Housing and the Council's Section 151 Officer or Head of Finance to draw down from the HRA Financing Fund a sum of up to £500k each year to fund initiatives to meet the challenges arising from a complex operating environment and improve services provided to tenants.

### **Risk Management**

No specific risks have been identified with this report.

Key Decision: N/A

Background Papers: N/A