



**SOUTH
KESTEVEN
DISTRICT
COUNCIL**

Officer Delegated Decision

7th February 2024

Richard Wyles – Deputy Chief Executive and
s151 Officer



To seek approval to release funding from the General Fund Property Maintenance Reserve

Contact

Gyles Teasdale
Property Services Manager



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Decision made by:	Richard Wyles – Deputy Chief Executive and S151 Officer.
Decision:	To seek approval to release £55,000 from the General Fund Property Maintenance Reserve to facilitate staffing resource.
Public or Exempt:	Public
Reasons for exemption:	
Conflicts of interest:	No
Policy compliant:	Yes
Details of delegation:	Part 3(c) of the constitution: 20 - Management of Services To manage services: Provides the Deputy Chief Executive delegated authority. a) In accordance with any policy decisions made by, or guidelines issued by, the Council b) Within budgets made or approved by the Council

c) In compliance with all Rules of Procedure and Codes set out in the Constitution
And to take such decisions or actions as they are required or authorised to take in:
d) Understanding orders adopted and decision made by the Council for implementation e) Their role as proper officers of the Council as defined in Section 270(3) of the Local Government Act 1972.

1. Implications

Taking into consideration implications relating to finance and procurement, legal and governance, risk and mitigation, health and safety, diversity and inclusion, safeguarding, staffing, community safety, mental health and wellbeing and the impact on the Council's declaration of a climate change emergency, the following implications have been identified:

Finance

1.1 There is a requirement to provide additional one- off funding in order to facilitate an increase in temporary staffing for the Property Team. The cost is estimated at £55,000. In accordance with the Council's Financial Regulations the funding from the discretionary reserves can be authorised by the Council's Chief Finance Officer.

Completed by: Alison Hall-Wright, Deputy Director of Finance and ICT

Legal and Governance

There are no legal implications identified in this report.
Consult with Graham Watts, Mandy Braithwaite or James Welbourn (Do not delete)

Completed by: Mandy Braithwaite, Legal Executive

2. The Purpose of the Report

2.1 To seek approval to release £55,000 from the General Fund Property Maintenance Reserve to facilitate increase to staffing resource for the service on an interim basis.

3. Available Options Considered

- 3.1 Option 1 – Release of £55,000 from the General Fund Property Maintenance Reserve to enable instruction of additional staffing need for Property Services in order to bring forward an increased works programme.
- 3.2 Option 2 – Not to release funding for the additional staffing requirement and work with a reduced service. This is not a recommended option as the existing resource within the service area is insufficient to progress current project and works requirement upon it.

4. Preferred Option

- 4.1 Option 1 – Release of £55,000 from the General Fund Property Maintenance Reserve to enable funding of additional temporary staffing for Property Services in order to bring forward an increased works programme.

5. Reasons for the Decision(s)

- 5.1 It is recommended that authority is given to release of £55,000 from the General Fund Property Maintenance Reserve to enable instruction of additional staffing need for Property Services in order to bring forward an increased works programme.
- 5.2 The spend of the £55,000, on the increased resource, is fundamental to ensure ongoing delivery of existing projects and general works requirement upon the service area.
- 5.3 This has been combined with increased work pressures in the short term as the service have recognised considerable maintenance back log across the General Fund portfolio, which is leading to increased resource pressure.
- 5.4 The service are also undergoing the implementation of a new asset management system in order to manage the General Fund Portfolio. This has led to a need to survey all General Fund assets to tag and document the portfolio infrastructure and plant.
- 5.5 There is proposal to increase the staffing resource within the team as follows:
- 5.6 Interim Senior Assets Officer – This is a 3-month interim position which will provide cover for a recently departed member of staff while a permanent replacement can be found.
- 5.7 Asset Surveyor – This is a 3-month appointment for a specialist M&E surveyor to inspect the General Fund Portfolio to tag and document the existing building infrastructure and plant and upload on to the new asset management system.
- 5.8 Interim Capital Projects Officer – This is a 6-month appointment for a capital projects manager to assist the service in the delivery of multiple capital project over the next 6 months that the service is currently looking to progress.

Signed by: **Richard Wyles**

Dated: **7 February 2024**