

**Committee:** Environment Committee

**Agenda Item**

**Date:** Tuesday 16 March 2010

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**Title:** **Staff resource succession planning for action on climate change, energy efficiency and fuel poverty**

**Author:** Roger Harborough, Director of Development, Item for information  
01799 510457

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## Summary

1. This report briefs Members on the current consideration being given to ensure that these Council priorities will be matched by appropriate staff resource.

## Recommendations

2. None

## Background Papers

3. The following papers were referred to by the author in the preparation of this report and are available for inspection from the author of the report.

None

## Impact

- 4.

Communication/Consultation	Community involvement is a key element
Community Safety	
Equalities	
Finance	Financial implications of options remain to be clarified and assessed. Meanwhile, the budget equivalent to a full time post has been retained for 2010/11.
Health and Safety	
Human Rights/Legal Implications	
Sustainability	The roles directly contribute to the Council's performance on use of resources

Ward-specific impacts	
Workforce/Workplace	As set out in the report

## Situation

5. Within the next few months it is expected that officers will need to review the roles currently performed by the energy efficiency surveyor, and consider how those that relate to the priorities in the corporate plan will continue to be covered. The roles are currently covered under a temporary part time contract by homeworking from Auckland, New Zealand using e mail, phone and remote access to the Council's databases relevant to the role of post.
6. When the post was full time and office based the time split between functions for the twelve months to end of September 2009 was as follows:

Activity:	Hours	%
Corporate (strategy work including CCWG, responding to consultations, LSP)	166.51	10
Carbon management (projects and monitoring e.g.NI185)	607.34	37
Planning (mainly providing advice to planners, agents, builders)	190.07	37
Home energy conservation (insulation schemes and advising householders, NI187)	471.21	29
Community (Sustainable Homes Network and local agenda 21, working with schools)	211.92	13
<b>TOTAL</b>	<b>1647.05</b>	<b>100</b>

Note: The breakdown of tasks does not include leave, team meetings, training and fee earning work such as talks and Display Energy Certificates.

7. The post currently combines of specialist technical advice, contribution to corporate strategy development and community involvement. The latter element is obviously incompatible with remote homeworking.

8 Alternative options that are being explored include:

- 1) an extension of the current remote homeworking, subject to the current postholder's interest in such an option;
- 2) reallocation of tasks over a number of posts with
  - (a) the Head of Housing Management taking responsibility within her division for carbon management and monitoring including clientside management of outsourced consultancy as part of a new resource with expertise in mechanical and heating engineering;
  - (b) the Head of Building Control retaining responsibility for advising on energy efficiency measures secured by planning conditions and
  - (c) a new post of Corporate Strategy and Programmes Officer (Climate Change and Fuel Poverty) reporting to the Planning Policy and Housing Strategy Manager to cover the strategy and community involvement elements, promotion of home energy efficiency to residents and managing the energy efficiency budget;
- 3) a combination of 1 and 2 (a) and (b).

9 The costs implications of the options are being clarified. It is not yet resolved whether existing Housing Management budgets could cover 2(a). In the 12 months ending September 2009, only about 50% of the resource in the energy efficiency surveyor post was allocated to corporate strategy, community involvement and promotion of home energy efficiency to residents so there would be a significant increase in staff costs as consequence of the full time post 2(c) unless there is existing capacity to absorb the other 50% of tasks.

10 As Option 1 does not address the community involvement aspects, it is not favoured currently. Option 3 has the same problem. Option 2 is therefore the preferred way forward.

11 The arrangements also need to take into account the possibility of the building control service being delivered through partnership arrangements.

## Risk Analysis

Risk	Likelihood	Impact	Mitigating actions
A mix of knowledge, skills	2-3 The labour market has	2-3 Delays in recruitment,	Explore alternatives to seeking to recruit on a

and experience required of a new energy efficiency officer with the same role as previously specified may be difficult find in the labour market.	not been tested	abortive costs	like for like basis
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- 1 = Little or no risk or impact
- 2 = Some risk or impact – action may be necessary.
- 3 = Significant risk or impact – action required
- 4 = Near certainty of risk occurring, catastrophic effect or failure of project.