

**EXETER CITY COUNCIL**  
**SCRUTINY COMMITTEE - ECONOMY**  
**7 JUNE 2007**

**EXECUTIVE**  
**19 JUNE 2007**

**STAFFING PROPOSAL FOR ECONOMY & DEVELOPMENT DIRECTORATE**

**1.0 PURPOSE OF REPORT**

- 1.1 This report seeks Member approval for additional staffing in part of the Economy and Development Directorate.

**2.0 BACKGROUND**

- 2.1 As part of the approval of the 2007/08 budget Members agreed to additional resources in Building Control in order to meet new service requirements. This arises from the imposition of a range of new functions in the Building Control service concerning the registration of competent person scheme notifications which include replacement glazing and domestic electrical installations. The Council will be dealing with over 5,000 registrations a year on top of its existing building control workload and therefore additional administrative support is required to enable this work to be carried out. A number of these functions have already been introduced and a temporary member of staff has been secured. It is proposed to create a 0.5 FTE Administration Assistant post at grade 2, subject to JE, at a cost of £9,000 per annum at the top of the grade, inclusive of on costs.

**3.0 FINANCIAL IMPLICATIONS**

- 3.1 The total cost of this proposal is £9,000 per annum which has been incorporated within the approved 2007/08 budget. It is worth adding that Building Control income is significantly in excess of costs and therefore it is a self funding post.

**4.0 RECOMMENDATION**

- 4.1 It is recommended that Scrutiny comments on the proposals above and that Executive approves the alterations to the establishment as set out in Section 2 of this paper.

**JOHN RIGBY**  
**DIRECTOR ECONOMY AND DEVELOPMENT**

**ECONOMY & DEVELOPMENT DIRECTORATE**

**Local Government (Access to Information) Act 1985 (as amended)**

**Background papers used in compiling the report:**

None