

REPORT

To: ECONOMIC DEVELOPMENT COMMITTEE		Subject: ECONOMIC DEVELOPMENT UNIT - STAFF RESOURCES
From: DIRECTOR OF PLANNING & DEVELOPMENT		
Date: 4 September 1996	Ref: MMCC/JG/REP.077	

Introduction

This report seeks additional funding for and approval to alter the staff structure of the Economic Development Unit. The existing structure had 24 posts, it is proposed this new structure will have 26. The Unit has faced an ongoing problem in coping with workloads since the new Council came into being on 1st April 1996. This is largely due to the fact that the complement of staff approved at reorganisation is not adequate to meet the operational needs of the Unit. The structure of staff for the Unit was based on existing staff who transferred to the Economic Development Unit from the emerging authorities. It did not take account of the fact that no staff transferred from Cumbernauld and Kilsyth District or Strathkelvin District Councils.

Structure

The original structure proposed 3 functional teams as shown in Appendix 1. However departmental emphasis on a decentralised approach to the delivery of services influenced the decision to change this structure. In effect 3 area teams have been created on a Northern, Central and Southern basis supported by a separate Marketing and Policy Unit.

This will provide, when fully staffed, efficient localised delivery of services on an equitable basis to the business community and unemployed residents of North Lanarkshire. It will enable the Unit to integrate effectively with other local agencies to ensure the appropriate level of service is being achieved to meet the needs of local demand. This approach is proving to be impossible with the current staffing level. Since the Unit became operational it has become increasingly apparent that the existing level of staff cannot cope with administering the existing business development services and any future developmental work is unable to be undertaken. In order to alleviate the current situation it is proposed to increase the staffing level as follows:-

Marketing Officer	Grade AP5/PO6	x 1	£22,731
Economic Development Officers	AP5/PO6	x 3	£68,193
Clerical Assistant	GS1/GS3	x 2	£21,430
Admin Assistant	AP1/AP3	x 1	£14,892

This new structure deletes the 3 Assistant posts of Policy Officer, Economic Development Officer and Marketing Officer and replaces them with 3 Economic Development Officers. Two additional posts have been created, an administrative assistant at the centre and an Economic Development Officer in the Central Team.

The current structure of the Unit is shown at Appendix 2. These staff changes would strengthen the structure ensuring that existing programmes would be effectively delivered and that the Council could develop and deliver its full range of services to its client groups on an area basis. A prime concern at this current time is that major programmes like the Management Technology Training Grant are currently underspent which is largely due to the lack of marketing support for the programme and the requirement of additional Economic Development Officers to deliver the programme at a local level. As this programme receives European Social Funding any underspend will result in the Council not taking up the full level of approved grant.

The new structure being proposed is shown at Appendix 3.

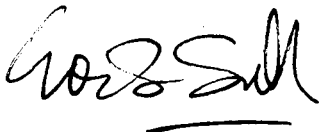
Funding

The employee costs to the Council of funding these additional posts, including travelling expenses and IT requirements, is £148,743. The figure for this year with staff being in post in November would be £62,000 and these funds will be found from existing Planning and Development budgets.

Recommendation

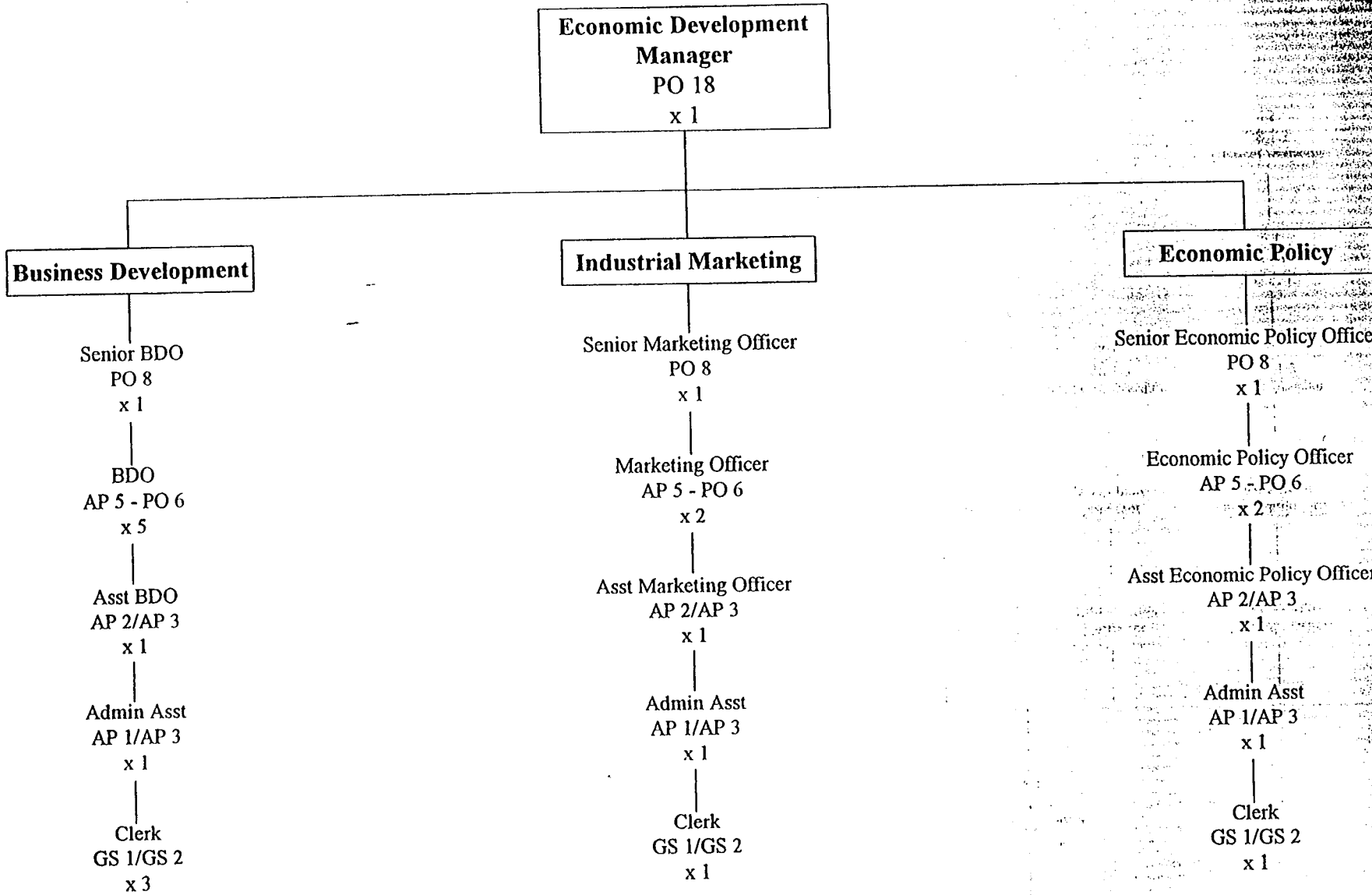
Members are asked to approve:-

- (i) Extending the approved structure of 24 posts to 26 posts.



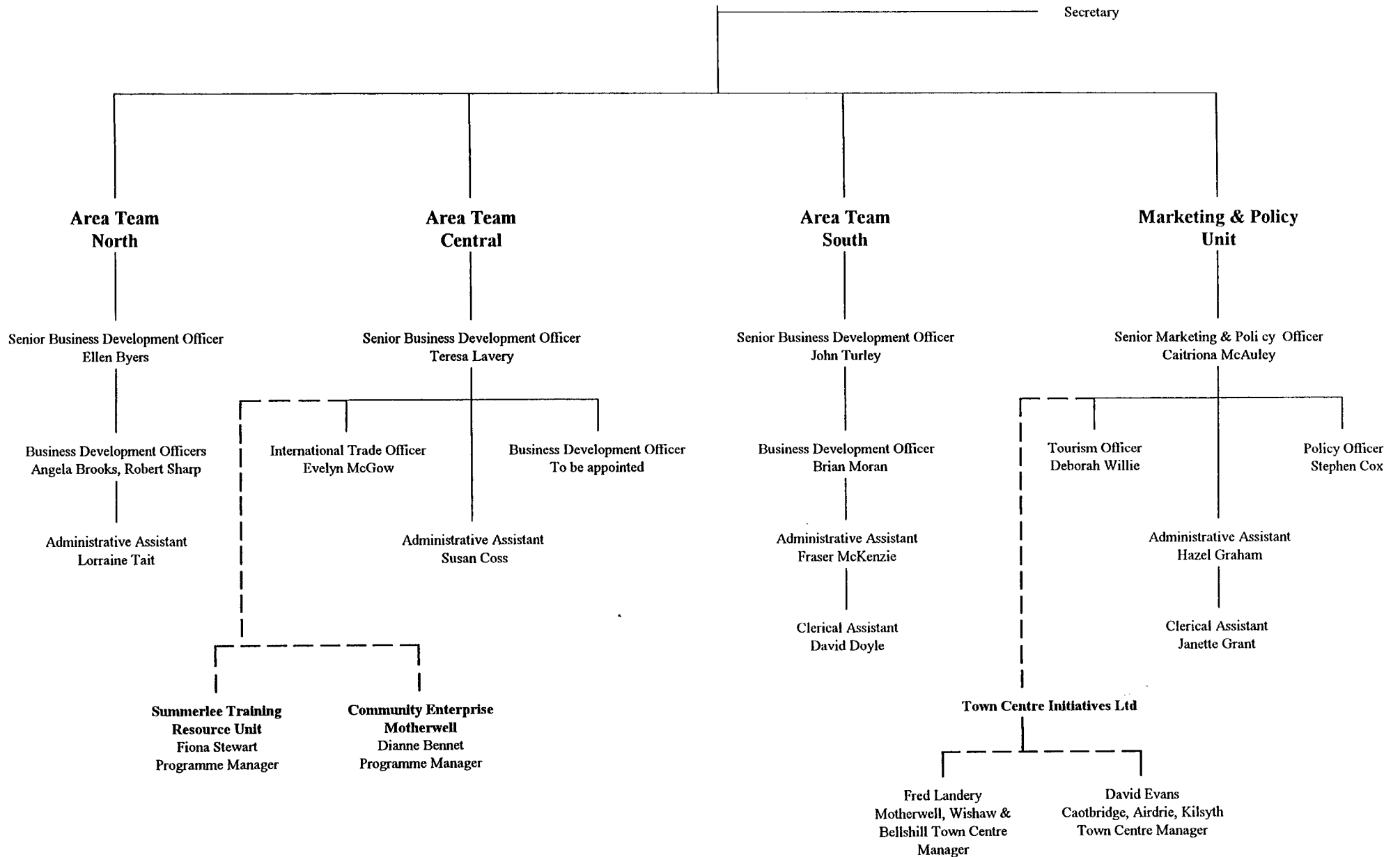
 Stanley C Cook
Director of Planning and Development

For further information contact G Smith, Head of Business Development and Property.



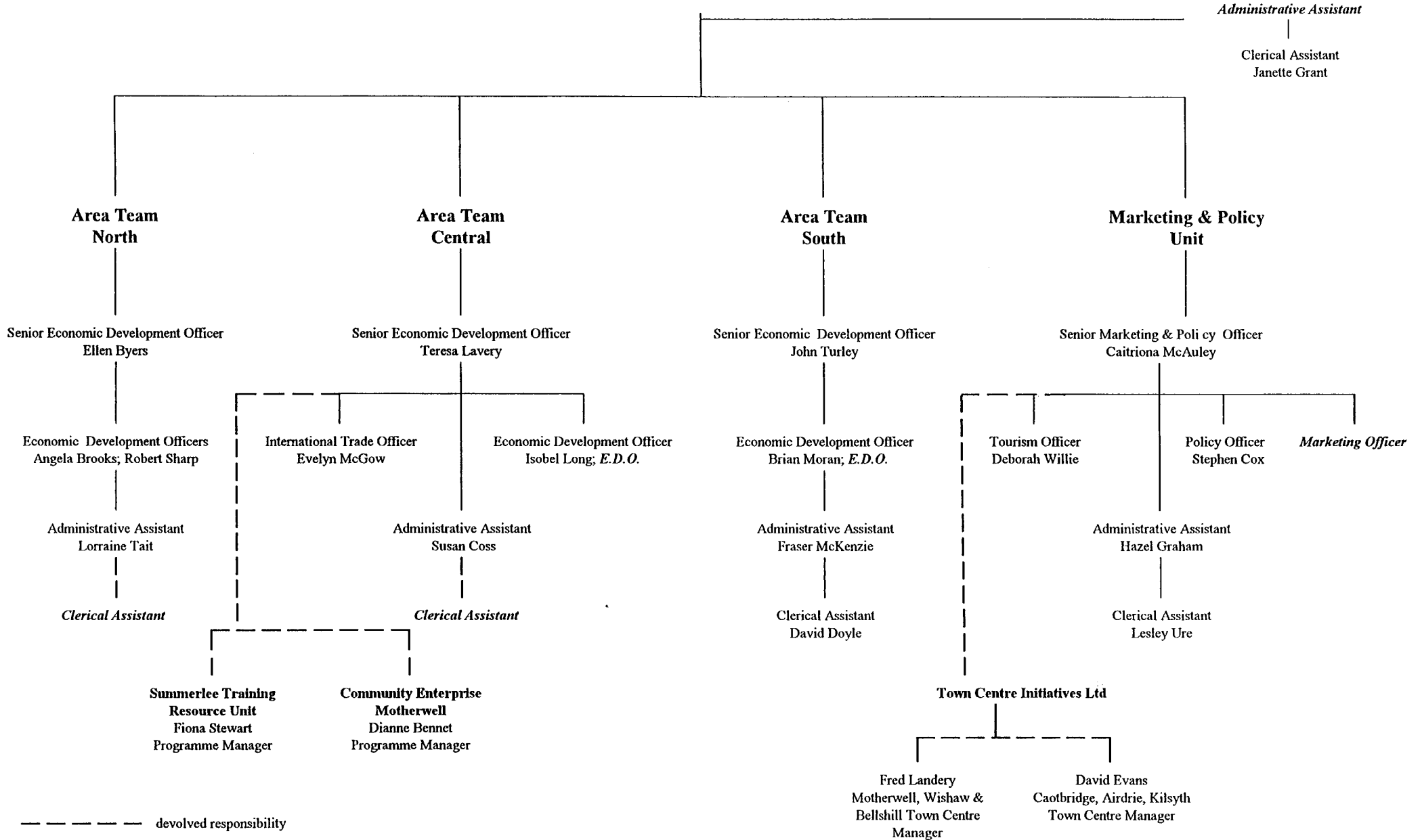
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