Staffing Decision - Case Reference: FS-Case-889190191

Decision:

What action do you want to approve?	Approval to Recruit
Do you need permission to recruit (spend control)?	Yes

Equality and Vacancy Management:

Does this change have an impact on either employee or citizen equality?	
Are you recruiting to a Business Critical Role and have you given due consideration to the Vacancy Management principles in your business case and discussed this with your Head of Service or Director?	Yes
Will you be putting any of these changes on hold?	No
How many FTE are you freezing?	
How long will the changes be on hold? (months)	

Manager Business Case:

Business Case, reasons for the change, benchmarking and vacancy management considerations:	There is a vacancy in the HR systems support advisor position due to recent resignation of 1FTE due to finish 25th November. The request is to recruit to this permanent 1FTE however to align the resources into the HR advisor management information position as the current duties split across the two side of the team and the current management information advisor is on maternity leave. There are a number of key things to be delivered by the MI side so recruitment is focused on the power BI skill set heavily with less Oracle update skills.
Other options considered:	Ability to reorganise skills skills available across the team - not an option due to limited resources and current team capacity due to redwood and other mandatory and statutory deadlines required to be delivered. Not going out to recruit not an option - team already at full capacity.
Total cost of changes (on costs)	£42,022 bottom of F - top of F £45,713

Your Details:

Email Address:	Gemma.Ward@nottinghamcity.gov.uk
Name:	Gemma Ward
Directorate:	Finance & Resources
Division:	HR AND EDI
Service:	HR Systems Team
Position job title:	HR MI & Systems Manager
Directors name:	Lee Mann
Directors email:	lee.mann@nottinghamcity.gov.uk

Outcome:

Do you approve of this decision to freeze?	

How long do you want to freeze the FTE? (months)	
Do you want to adjust the FTE?	
Outcome:	Accept application
Comments:	
Reject reason:	