

24 September 2012**Agenda Item: 9****REPORT OF THE GROUP MANAGER, BUSINESS DEVELOPMENT &
SUPPORT****ESTABLISHMENT OF BUSINESS SUPPORT POSTS IN RELATION TO THE
NOTTINGHAMSHIRE MUSIC EDUCATION HUB****Purpose of the Report**

1. The purpose of this report is to seek approval for the establishment of a total of 1.0 fte Business Support Administrator posts to support the Nottinghamshire Music Education Hub, on a permanent basis.

Information and Advice

2. Nottinghamshire County Council has been awarded funding from Arts Council England to lead the Nottinghamshire Music Education Hub from August 2012 to March 2015. The Authority will deliver some of this work through its Instrumental Music Teaching, Notts Performing Arts and County Youth Arts teams along with partnership involvement. The management and administration of the grant will be undertaken within Children, Families and Cultural Services Department and there will be a required additional staffing resource within the Business Development and Support team.
3. The application made by Nottinghamshire County Council to lead the Nottinghamshire Music Education Hub included the requirement to provide additional business support resources to meet the required administration of the grant and associated tasks.
4. It is recommended that the posts of 0.5 fte Business Support Administrator at Grade 2 and 0.5 fte Business Support Administrator at Grade 4 are established on a permanent basis, with effect from September 2012. Funding for these posts will be from the grant award and will have a nil impact on the Authority's budgets. Upon completion of the project, the posts will revert into the wider business support service.

Other Options Considered

5. The Business Development and Support Service has recently reviewed staffing levels and has implemented a revised structure. At present there are no identified staffing resources that could be redeployed to meet this additional need.

Reason/s for Recommendation/s

6. To ensure that the Nottinghamshire Music Education Hub has the correct levels of business support in place to administer the grant award.

Statutory and Policy Implications

7. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

Financial Implications

8. The cost of establishing the posts are outlined below:

0.5 fte Business Support Administrator (Grade 2)	£ 9,715
0.5 fte Business Support Administrator (Grade 4)	£12,705
Total	£22,420

9. The total costs of £22,420 will be funded by the grant award for the Nottinghamshire Music Education Hub and be at a nil cost to the Authority.

Human Resources Implications

10. The posts will be recruited to in line with Vacancy Control Process.

RECOMMENDATION/S

- 1) That the posts outlined in paragraph 4 are established within the Business Development and Support Service with effect from September 2012, on a permanent basis.

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Constitutional Comments (KK 12/09/12)

11. The proposals in this report are within the remit of the Early Years and Young People's Sub-Committee

Financial Comments (NDR 10/09/12)

12. The financial implications are set out in paragraphs 8 and 9 of the report.

Background Papers

None.

Electoral Division(s) and Member(s) Affected

All.

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