
**MANCHESTER CITY COUNCIL
REPORT FOR RESOLUTION**

COMMITTEE: PERSONNEL

DATE: 27 MAY 2009

SUBJECT: PROPOSED CREATION OF POST OF
DEVELOPMENT MANAGER, PUBLIC PRIVATE
PARTNERSHIPS UNIT, CAPITAL PROGRAMMES
DIVISION

REPORT OF: CITY TREASURER

PURPOSE OF REPORT

To propose the creation of a new post of Development Manager in the Public Private Partnership Unit of the Capital Programme Division.

RECOMMENDATIONS

1. To approve the establishment of a new post of Development Manager to support the Head of Public Private Partnership Unit in the delivery of the BSF/Academies Programme at a salary of £53, 404.
2. To disestablish a post of Programme Manager in the Public Private Partnership Unit of the Capital Programmes Division (Grade 10 +20% £46,263 - £49,413).
3. To grant delegated authority to the Capital Programmes Director, in consultation with the Head of Corporate Personnel, to develop a job description for the Development Manager in this report and to progress arrangements for appointment to this post.

FINANCIAL CONSEQUENCES FOR THE CAPITAL AND REVENUE BUDGETS:

These proposals will result in an increase in salary costs of circa £5,000 per annum inclusive of salary related oncosts. As the Capital Programmes Division operates as a zero budget, employee costs to this Division are recouped on a charge out basis, the change outlined above will be absorbed within the current business plan and funded from existing capital budgets.

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BACKGROUND DOCUMENTS:

None

WARDS AFFECTED:

All wards.

IMPLICATIONS FOR KEY COUNCIL POLICIES:

Anti-poverty	Equal Opportunities	Environment	Employment
No	No	No	No

1. INTRODUCTION

- 1.1 The Capital Programme Division (CPD) provides a pool of expertise in Project Management and Technical Support available to all services across the City Council. Through the development of robust project management methods, technical skills and expertise the CPD has been able to deliver its key strategic objective of providing surety to a Capital Programme totalling almost three hundred million pounds per annum.
- 1.2 The structure of the Public Private Partnership Unit (PPPU) of the Capital Programmes Division was last reviewed in 2004. At that time, a flat management structure was established under the Head of Unit which comprised of a small group of Programme and Project Managers and support staff. There are currently 38 employees in the PPPU.
- 1.3 Following the implementation of this structure a review of management responsibilities within the Capital Programme Division was reported to Personnel Committee in December 2007. At that time, officers indicated that the overall structure of PPPU was under review to ensure it had sufficient capacity to sustain it through changes in workload and priorities over the next five years.

2. PUBLIC, PRIVATE PARTNERSHIPS UNIT

- 2.1 Since that report, the Building Schools for the Future (BSF)/ Academies Programme has significantly expanded from £216 million to £512 million per annum. Therefore to support the acceleration of growth in terms of volume, scope of the work and the expansion of management responsibilities it is now necessary to review the structure.
- 2.2 Projects have progressed well within Building Schools for the Future; from the Wave 1 Programme nine schools are now open. Abraham Moss High School and Southern Cross SEN have been deferred to Wave 4 and will be delivered via the new Framework 1 2009 contractors.
- 2.3 In addition to the above, work commenced on a further eleven schools including five Academies. The Outline Business Case for twelve Wave 4 BSF school projects was submitted in April 2009 and design work will commence shortly.
- 2.4 In order to lead and deliver on these additional projects the PPPU is expanding and are in the process of recruiting Programme Managers, Project Managers and Project Control Officers. Consequently the number of staff in this Unit is projected to increase from 38 to 57.

3. PROPOSAL

- 3.1 The role of the PPPU is currently focused specifically on the high school rebuilding programme to deliver new and refurbished High Schools and

Academies. This will be achieved through the development and maintenance of strong partnerships both internally with Education Services and School Organisation and Development and externally with Partnerships for Schools (the national procurement agency) in order to achieve the targets and vision as outlined. Through these partnerships PPPU aims to deliver new schools which will assist the corporate objectives of educational transformation and extended schools at the centre of local communities.

- 3.2 For the past twelve months a Programme Manager at Grade 10 + 20% has provided the Head of PPPU with support to deal with the increased programme activity outlined in this report. The Programme Manager is currently co-ordinating the delivery of individual school projects. Within the PPPU there are currently six Programme Managers on the approved structure. In order to deal more systematically and more effectively with this increased activity it is now proposed that one of these existing positions be disestablished and a new position of Development Manager be created.
- 3.3 The Development Manager will be directly responsible for managing a team of Programme Managers, Project Managers and Project Control Officers and will act as a deputy for the Head of PPPU. The range of functions will include communications, development of policy and strategy, design development and ICT implementation.
- 3.4 Responsibilities would include the crucial development phase, both in terms of the planning and preparation of outline and final strategic business plans for BSF Wave 4, to ensure that the maximum Government Grant is secured and to ensure that the design development process meets the City Council's wider aims and objectives.
- 3.5 A key responsibility of this proposed new post will be to maintain a strong relationship with Education Services and School Organisation and Development Team to ensure the BSF/ Academies vision is translated into a successful business case achieving the maximum Government funding to deliver the service strategy. This remit includes building and maintaining relationships with Headteachers to ensure where possible that they are engaged and contribute to the vision of BSF/Academies.
- 3.6 The existing Programme Manager grade is Grade 10 +20% (£46,263 - £49,413) and the proposed salary for the new Development Manager post is £53,404. This proposal is unique to the BSF Programme and such will not result in any consequential regarding proposals.

4 TRADE UNION CONSULTATION

- 4.1 The Capital Programmes Director met with the trade unions to explain the proposal contained within this report. The union were supportive of the proposal to create the post and raised some queries about the recruitment process which have been responded to.

5 COMMENTS OF THE HEAD OF PERSONNEL

- 5.1 I have worked with the Capital Programmes Director in the preparation of this report and support the creation of a new post of Development Manager. The post will be critical in providing the Head of Public Private Partnership with the necessary level of support he will need to maintain momentum on the expanded Building Schools for the Future programme as it moves into Wave 4.
- 5.2 The proposed salary of £53,404 is at the same level as the post of Strategic Planner in the Capital Programmes Group and I consider this to be commensurate with the level of responsibilities and duties attached to the proposed new post.
- 5.3 I am satisfied that this proposal is a one- off which reflects the expansion and significance of the Building Schools for the Future programme and will not result in any consequential or knock on proposals to regrade other posts in the Capital Programmes Division.
- 5.4 I will work with the Capital Programmes Director to develop a new job description and progress an external recruitment process to ensure that the City Council is able to secure the best possible appointment to this post.