WAVERLEY BOROUGH COUNCIL

EXECUTIVE - 12 JULY 2016

Title:

RECRUITMENT OF AN IT SUPPORT ANALYST

[Portfolio Holder: Cllr Tom Martin]
[Wards Affected: All]

Summary and purpose:

The purpose of the report is to approve the recruitment of an IT Support Analyst. The creation of the post is in response to the work demands within the IT Team and requires a re-allocation of staffing budgets within the service. The new post will provide generalist support to the business across a range of software applications but with particular focus on finance.

How this report relates to the Council's Corporate Priorities:

The proposal responds to Council priorities in terms of customer services and value for money.

Financial Implications:

The Current budget for IT team is £726K(£61.4K per month). Current IT spend is £55.1K per month. The post is provided by using 0.4 and 0.4 of existing posts. (Total costs c.£35K).

Total cost of new post is between £40.1K and £47.3K per annum. Both in terms of current financial headroom and fitting into approved posts there is funding available for this proposed post.

Legal Implications:

There are no legal implications arising from this report.

Background

1.   The creation of this post is in response to the work demands within the IT Team and requires a re-allocation of staffing budgets within the service. The new post will provide generalist support to the business across a range of software applications but with particular focus on finance.

2.   The proposal being made is driven to some extent by the resignation of the IT Development Officer who will be retiring in September. The current post-holder is working on a 0.4 fte contract and has expertise in supporting the finance systems.

3.   In 2015 the Council approved funding to resource a Sharepoint Support Officer. Whilst an appointment was made it was a part time (0.6) appointment. It is proposed that the balance of the resource be utilised to fund the new IT Support Analyst post.

4.   Sharepoint continues to be a high profile area of work but with the Sharepoint Support Officer working well with the Analyst Programmer in this area, it is proposed that reallocating the budget to the new post is more effective than seeking a second part-time appointment to support Sharepoint.

Recommendation

It is recommended to the Council that approval be given to the establishment of an IT Support Analyst Role.

Background Papers

There are no background papers (as defined by Section 100D(5) of the Local Government Act 1972) relating to this report.

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