

## **12 INFORMATION TECHNOLOGY DEPARTMENT - IMPLEMENTATION AND SUPPORT TEAM - REVIEW OF POSTS (AN259-2005)**

The Head of Information Technology and the Assistant Chief Executive (Management) have reviewed the duties and responsibilities and workload of the Implementation and Support Team, and have found that there has been an increasing requirement for professional and technical officers to deal with administrative tasks and function.

Two employees have requested that their hours of work be reduced under the Council's Flexible Working Policy. It is therefore anticipated that service delivery would be improved by implementing the following recommendations:-

- (i) the establishment of one post of Technical Administrator, graded AP2/3 (£16,515 - £20,169);
- (ii) the redesignation of one post of IT Officer (Support), graded AP3/PO10 (£18,381 - £33,423) to Part-time (25 hours) IT Officer (Support) with no change to the grade; and
- (iii) the redesignation of one post of IT Service Desk Team Leader, graded AP2 (£16,515 - £17,877) to Part time (21¼ hours) IT Service Desk Team Leader, with no change to the grade.

The costs to implement these changes, including employer's costs, amount to £1,105 for 2005/06 and £1,936 for a full year thereafter. These costs can be met from the Information Technology Department's Revenue Budget in the respective year.

The approval of the Committee is sought.