|  |  |
| --- | --- |
| **Current Staffing Vacancies – Quarter 3** | **Appendix 4** |

**Posts held pending review**

| **Post Description** | **Shared Services** | **Notes** |
| --- | --- | --- |
| Deputy Chief Executive | Y | Filled October 2023, new employee to start in January 2024 |
| **Commercial and Property** |  |  |
| Director of Commercial and Property Services | Y | Filled October 2023, new employee to start in January 2024 |
|  |  |  |
| **Communities** |  |  |
| Sport Project Coordinator | N | A review of staffing across Sports Development is currently taking place and is due to be implemented by the 1st April 2024. There are various temporary arrangements in place using different allocation grant funding. |
| Sport & Active Health Development Officer | N |
|  |  |
|  |  |  |
| **Customer and Digital** |  |  |
| Head of Neighbourhoods and Waste | N | Currently trialling Shared Head of Service with Street Scene for 12 months until 30/11/2024. |

**Posts where the post-holder has been seconded:**

| **Post Description** | **Shared Services** | **Notes** |
| --- | --- | --- |
| Shared Health Protection Practitioner | Y |  |
|  |  |  |

**Other Vacancies**

| **Post Description** | **Shared Services** | **Notes** |
| --- | --- | --- |
| **Communities** |  |  |
| Swimming Teacher Level 2 | N | Recruitment currently underway |
| Leisure Receptionist | N | Recruitment currently underway |
|  |  |  |
| **Customer and Digital** |  |  |
| ICT Help Desk Manager | Y | Recruitment currently underway |
| Customer Services Officers Level 7 | Y | Recruitment currently paused |
| ICT Technician x2 | Y | Recruitment Process underway |
| Senior Infrastructure Officer | Y | Recruitment Process underway |
|  |  |  |
| **Neighbourhoods** |  |  |
| Waste Services Manager | N | Filled New manager starts on 22/01/2024 |
|  |  |  |
| **Shared Assurance** |  |  |
| Electoral Services Team Leader | N | Recruitment currently underway interviews on 19/01/2024 |
| Executive Assistant | Y | Recruitment currently underway |
| Senior Solicitor | Y | Post advertised and offer made awaiting acceptance |
|  |  |  |
| **Planning & Development** |  |  |
| Assistant Project Manager | Y | Recruitment currently underway |
|  |  |  |
| **Policy & Governance** |  |  |
| Head of Transformation and Partnerships | Y | On hold |
| Events Officer | Y | Recruitment currently underway |