

## **APPOINTMENTS AND CONDITIONS OF SERVICE COMMITTEE**

**9 NOVEMBER 2011**

Councillors: W J Clarke (Chair) (a)      C P Barnfather (a)  
                  P A Hughes                            M Paling  
                  M R Payne                                C J Powell (a)  
                  M Weisz

Officers in attendance: J Robinson, H. Barrington, D Archer, J. Ansell

The meeting was chaired by Councillor Payne.

### **13      APOLOGIES FOR ABSENCE**

Apologies were received from Councillors W.J. Clarke, Barnfather and Powell.

### **14      MINUTES OF MEETING HELD ON 7 OCTOBER 2011**

Under minute 9 (iii) the Chief Executive reported that he was still awaiting confirmation from UNISON of a meeting to discuss the specific circumstances of some individuals in relation to pay protection proposals.

#### **RESOLVED:-**

To approve the minutes of the meeting held on 7 October 2011 as an accurate record

### **15      DECLARATIONS OF INTEREST**

None

### **16      MANAGEMENT RESTRUCTURE**

Consideration was given to a report of the Chief Executive which had been previously circulated. The Chief Executive informed Members that following the deadline for consultation on Friday 4 November, a meeting of the Joint Consultative and Safety Committee had taken place on Monday 7 November. Along with details of the responses received during the consultation period an amended structure diagram was circulated, which reflected some additional changes proposed in the light of consultation. These were discussed, and included:

- a) the transfer of the Business Improvement and Transformation Team from ICT and Efficiency, along with the Performance Monitoring Officer, into the Personnel service area.

- b) the deletion of the Leisure Resources Strategy officer post and the creation of a new post within the Leisure and Culture Service Area of Sports, Arts and Partnerships Manager.

The Chief Executive also informed Members of discussions at the JCSC meeting, which included:

- On the protocol for filling posts: it was recommended that the protocol be amended to ensure that the same application procedure was applied to the Service Manager posts as for the Corporate Director Posts. It was also recommended that the protocol of seeking to avoid redundancies through re-deployment and training and development be continued.
- Representations that the proposed 5% plussage to be applied to Service Manager posts be increased.

The Chief Executive circulated details showing the financial implications of different pay plussages, as requested at the JCSC, and explained the pay differentials between current and proposed management roles.

The Chief Executive also circulated the latest and final schedule of posts proposed to be deleted and created and informed Members of the intention to reserve a budget to address any capacity and resilience issues arising from the restructure.

#### **RESOLVED:-**

- a) that having considered feedback from staff, unions and the JCSC on the latest round of consultation on the management restructure, to agree changes to the Council's management structure as set out in the November 2011 proposal circulated at the meeting.
- b) to authorise the Chief Executive to implement the new structure in accordance with the agreed protocol
- c) to amend the previously agreed protocol for the filling of vacant posts so as to allow a displaced Section Head to re – apply for a Service Manager position alongside external applicants.
- d) to approve a 5% plussage to be applied to posts of Service Manager
- e) to note that officers will continue to take all reasonable steps to place displaced staff into employment in order to avoid redundancy.

- f) that the 'Service Manager, Refuse Collection and Recycling' post title be amended to 'Service Manager, Waste Services'.
- g) As part of the external recruitment and selection process for the remaining vacant Corporate Director posts, the Chief Executive be authorised to decide a shortlist of candidates to be interviewed by Committee.

**17      SERVICE MANAGER FLEXTIME ARRANGEMENTS**

Consideration was given to a report of the Personnel Manager, which had been previously circulated. The Chief Executive advised Members that the JCSC had strongly recommended the retention of the existing flexitime scheme under the new structure

**RESOLVED that:-**

The current flexitime agreement and arrangements be retained as part of the new management structure

**18      ANY OTHER ITEMS WHICH THE CHAIR CONSIDERS URGENT.**

**18.1    CORPORATE DIRECTOR'S PAY**

Arising in one case of internal appointment to the new Corporate Director post, the Chief Executive identified an issue whereby current pay exceeded the value of the lowest pay point in the new Directors' Pay Scale.

Confirming that this officer had performed well in a corporate role, and in accordance with the performance-related pay policy applying to the Director posts, the Chief Executive recommended appointment of the officer to the second pay point within the scale.

**RESOLVED that: -**

The officer be appointed to the second pay point within the Directors' Pay Scale.