

PERSONNEL AND RESOURCES COMMITTEE

Monday, 22 NOVEMBER 2010

Councillor J.J. Spencer (Chairman)

Councillors:	C.J. Powell	P.A. Andrews (a)
	S.J. Barnes	S.M. Creamer
	A.J. Gillam	W.H. Golland
	R.G. Kempster	B.S.R. Miller
	V.C. Pepper	C.N.F.W. Pratt
	M.A. Shepherd	R.F. Spencer
	G.E. Withers	

Officers in attendance: P Murdock, D Blasdale,, M Kimberley, J Brothwell,

15 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Andrews

16 TO APPROVE AS A CORRECT RECORD THE MINUTES OF THE MEETING HELD ON 13 SEPTEMBER 2010

RESOLVED:

That the minutes of the above meeting, having been circulated, be approved as a correct record and signed by the Chairman.

17 LEISURE CENTRE CRECHE, DISESTABLISHMENT OF POSTS. CRECHE CLOSURE.

It was reported that for many years crèche facilities had been provided at Arnold, Carlton Forum and Redhill leisure centres. They provide short-term childcare facilities for children between the ages of six weeks to eight years, whilst their parents took part in exercise at the centre.

A previous report presented to the Portfolio Holder (Executive Decision no. 627) had outlined the current position with the crèches.

Given the current need to reduce expenditure in ways that least affect services, the closure of the crèches had to be considered.

In a full year, the withdrawal of the crèche facilities would achieve the following savings:

Staffing expenditure of £58,659, including on-costs.

Income estimated at £7,000 (Revised budget likely to be £6,000)

Net saving of £52,659

RESOLVED:

That the Policy and Resources Committee agree to disestablish 11 x Crèche Assistant and 3 x Crèche Supervisor posts and to serve notice on those post holders with immediate effect following the date of the Committee.

18 EFFICIENCY SAVINGS-POST REDUCTIONS

It was reported that at the meeting of this Committee in April 2010 the Organisational Development Strategy – called Fast Forward had been presented. Contained in the strategy was the commitment for all Departments to make efficiency savings to meet the overall target set by GTP.

Customer Services and Organisational Development had to achieve a target of £35,000 in 2010/11, with a further £9,000 by the end of 2012/13. The initial efficiencies had now been identified within the Customer Services section.

The proposed efficiency would be created by reducing the hours of Customer Services Advisor – Post reference FRO05A (Band 3/ 4) from 37 to 17 this would save £15,088. In addition there was an un-referenced post that drew together some funding for overtime and funding for post hours that had not been filled. The total of this pot was £19,912. These two savings together made the total required of £35,000.

Similarly, Planning and Environment had a target of £14 666 for 2010/11, and a total of £44 000 by the end of 2012/13. To achieve this, amongst other savings, contributions to the proposed efficiency would be met through reducing the hours of the Licensing Officer –post reference ELI01A (band 7) by 7 hours, saving £4 485, and the Service Support Officer – post reference EPA 05 (band 5) by 6 hours, saving £3 102. In total these would contribute a saving of £7 587.

These savings identified within Customer Services and Organisational Development and Planning and Environment would contribute to the Council's overall efficiency target which was built into the medium term financial plan.

RESOLVED:

- i. Post reference FRO05A (Band 3/ 4) be reduced from 37 to 17 hours and the establishment adjusted accordingly
- ii. To note that Customer Services and Organisational Development have achieved their efficiency target for 2010/11 and 2011/12.

- iii. Post reference ELI 01A (band 7) be reduced from 37 to 30 hours, and post reference EPA 05 (band 5) be reduced from 21 to 15 hours, and the establishment adjusted accordingly.

19 WAIVER OF CONTRACT STANDING ORDERS

It was reported that UNO was a housing energy database used to assess the energy efficiency of dwellings, from individual properties to whole housing stocks, tracking changes, targeting areas and individual properties for insulation and other grant work, and analysing the effects on carbon emissions and levels of fuel poverty.

Due to the unique features of the data base it was not possible to find other companies able to tender for this work.

It was proposed that the Council deal directly with the supplier of the UNO database without the necessity to advertise for other tenders.

The estimated value of the contract was £58,000 + VAT

Although the Council would be the contracting party the total cost of the product was to be wholly reimbursed from approved RIEP funding.

RESOLVED:

That Council be requested to waive Contract Standing Order 3 to enable the purchase of the UNO database without the necessity of inviting other tenders.

20 LOCAL GOVERNMENT AND PUBLIC INVOLVEMENT IN HEALTH ACT 2007

The Local Government and Public involvement in Health Act 2007 required the Council to consider its form of governance. Following consultation the recommendation was for the current Leader and Cabinet model to be retained

RESOLVED

To recommend to Council:

1. to adopt the Leader and Cabinet Model of Governance pursuant to 5.11 Local Government Act 2000 with effect from 8 May 2011.
2. that Article 7 of the Council's constitution be amended by the deletion of Article 7.03.01(a) and substituted by the insertion of the following:

(a) the expiry of four years from the date of his/her election to the office

of Leader of the Council or until the first Council meeting after he/she stands for re-election as a Borough Councillor, whichever is the sooner, or....

21 WORKFORCE MIONITORING -2009/10

(The Race Relations (Amendment) Act 2000 required Local Authorities to monitor and report on certain aspects of business in relation to diversity of race. This requirement was described within the Act as a Specific Duty. The report informed Members of the current situation with regard to the make-up of the workforce across the Authority.

RESOLVED:

To note the report.

22 EQUALITY ACT

The Equality Act was passed in April 2010 by the previous Government. Many of the employment related provisions of the Act came into effect from 1st October 2010.

The Equality Act had brought together the provisions of existing employment legislation relating to discrimination and rationalised these. It had clarified various aspects and ensured that there was consistency in how the different types of discrimination were applied to the different groups. The personnel policies that the Council had adopted had ensured that national legislation and good practice had been built in. At the present time, our current practice and policies did not need to change however there might be changes required as further provisions of the Act were brought in.

RESOLVED:

To note the report.

23 SICKNESS UPDATE

The Head of Customer Services and Organisational Development informed members of the latest sickness absence information.

RESOLVED:

To note the report.

24 PAYMENT OF COMPENSATION

A complainant recently took a complaint to the Local Government Ombudsman after failing to have his complaint resolved to his satisfaction through the Council's internal complaints procedure.

The Local Government Ombudsman proposed a local settlement to the complaint by way of the Council making a payment of compensation to the complainant. The complainant and the Council accepted the Local Government Ombudsman's proposal.

A payment of £219.24 had been made under delegated powers.

RESOLVED

To note the action taken.

25 QUARTERLY BUDGET MONITORING, PERFORMANCE DIGEST & VIREMENT REPORT.

The report presented the Quarterly Budget Monitoring, Virement and Performance Digest as referred from Cabinet at its meeting on 4 November 2010. At that meeting, Cabinet approved budget changes under £50,000, and noted proposed budget changes over £50,000. In accordance with Financial Regulations these proposals were now referred to Personnel and Resources Committee for approval.

RESOLVED:

1. To note the Quarterly Budget Monitoring, Virement and Performance Digest, referred by Cabinet (appendices attached)
2. To approve the budget changes over £50,000 detailed in paragraph 2.2 of the report.

The meeting closed at 7.20pm