

Report to Joint Consultative and Safety Committee

Subject: Minor changes to Establishment agreed by Chair and trade unions outside formal full JCSC process.

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1. Purpose of the Report

This is an information item highlighting to the Committee, any minor changes to Establishment agreed by Chair and trade unions outside formal full JCSC process. Such minor changes will not have wide organisational impact and will be authorised for implementation by the Chief Executive under delegated powers.

It is important to note that prior to the minor changes being implemented, trade unions will still need to be consulted locally. Should there ever be concerns raised during this consultation about any proposal made, the matter would be taken out of this “shortened process” and placed before the Joint Consultative Committee for full consideration.

2. Summary of cases

The following is a summary of the cases that have been considered appropriate for management outside the full JCSC process:

The two proposals are:

1) Within the Legal Services Team

Deletion of the post of Solicitor and creation of the post of Senior Solicitor. In essence, this change will assist the better management of the team and free up some time of the Service Manager to deal with “higher-level” legal and strategic issues. The proposed deletion of the post of Solicitor (29.5 hours) effectively displaces the existing post-holder. However to avoid a redundancy situation it is proposed that the post of Senior Solicitor is advertised internally, and applications for the post restricted to this post holder as the only suitably qualified internal candidate. Every reasonable attempt will be made to retain current employees in suitable work within the Council. Policies to mitigate potential redundancies will be followed by implementing the agreed staffing protocol. Should this, for any reason, not be possible then redundancy costs

will arise. This approach is similar to the recent change within the Building control Team, agreed for consultation outside the JCSC process.

In addition it is proposed that the vacant full-time Band 5 post of Legal Assistant be deleted from the establishment and a full-time Band 8 post of Legal Executive be created in its place. This change reflects the nature of the workload within the team.

The changes proposed do result in an increased cost to the Council and Cabinet has already given authority for these costs to be met.

2) Within Public Protection

The team continues to develop partnership working with a number of external agencies and public bodies. Specifically, work is being undertaken with the County Council's local "Troubled Families Team". In order to support this work, full time administrative support is needed. A report is due to go to Senior Leadership Team proposing the creation of a full-time Band 4 Administrative Officer post (a generic role, the grading for which has been already established through the job evaluation scheme). This is a relatively straightforward matter. It is anticipated that this role would not be filled until the conclusion of the other staffing reviews currently progressing through JCSC and would be used as a potential redeployment opportunity for any officers who may be displaced. This being the case our protocols would be used and as such the post would be ring-fenced initially to those employees potentially displaced and under threat of redundancy.

3. Recommendation

The Committee is asked to note this report.