



Civic Centre,
Arnot Hill Park,
Arnold,
Nottinghamshire,
NG5 6LU

Agenda

Joint Consultative and Safety Committee

Date: **Tuesday 22 November 2016**

Time: **5.30 pm**

Place: **Reception Room**

For any further information please contact:

Lyndsey Parnell

Senior Elections and Members' Services Officer

0115 901 3910

Joint Consultative and Safety Committee

Membership

Chair Councillor Alex Scroggie

Vice-Chair Councillor Emily Bailey

Councillor Tammy Bisset
Councillor Paul Feeney
Councillor John Parr
Councillor Muriel Weisz
Councillor Paul Wilkinson

AGENDA

Page

- 1 **Apologies for Absence and Substitutions.**
- 2 **To approve, as a correct record, the minutes of the meeting held on 30 August 2016.** 5 - 8
- 3 **Declaration of Interests.**
- 4 **Sickness Absence** 9 - 16
Report of the Chief Executive.
- 5 **Current staffing issues** 17 - 18
Report of the Chief Executive.
- 6 **Minor changes to establishment agreed outside JCSC** 19 - 20
Report of the Service Manager; Organisational Development.
- 7 **Any other item which the Chair considers urgent.**
- 8 **Exclusion of Press and Public.**
To move that under Section 100(A)(4) of the Local Government Act 1972 the public and press be excluded from the meeting during consideration of the ensuing report on the grounds that the report involves the likely disclosure of exempt information as defined in Paragraphs 1 and 4 of Part 1 of Schedule 12A of the Local Government Act 1972.
- 9 **Consultation closure- Housing management arrangements** 21 - 42
Report of the Deputy Chief Executive.

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MINUTES JOINT CONSULTATIVE AND SAFETY COMMITTEE

Tuesday 30 August 2016

Councillor Emily Bailey (Chair)

Present: Councillor Tammy Bisset Councillor Muriel Weisz
 Councillor Paul Feeney Councillor Paul Wilkinson
 Councillor John Parr

Unison: A. Green G. Morley

Absent: Councillor Alex Scroggie

Officers in Attendance: D Archer, J Robinson, J. Spinks and G Ilett

53 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies for absence were received from Councillor Scroggie, Councillor Bailey, who would be late and A. Hunt (Unison)

In the absence of the Chair and Vice Chair, Councillor Feeney was elected to chair the meeting until Councillor Bailey's arrival.

54 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 24 MAY 2016.

RESOLVED:

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

55 DECLARATION OF INTERESTS.

None.

56 HEALTH AND SAFETY ANNUAL REPORT

The Health and Safety Officer presented a report, which had been circulated prior to the meeting, highlighting the 2016/17 work plan, summarising the assurance risk assessment and outlining the proposed work plan to deliver continuous development of the Health and Safety service.

RESOLVED:

To note the report.

57 SICKNESS ABSENCE

The Chief Executive presented a report, which had been circulated prior to the meeting, informing Members of the current levels of sickness absence in the organisation.

The Chief Executive informed Members that while sickness absence levels had deteriorated from the previous position, this was largely due to a number of complicated long term sickness cases. As the organisation becomes smaller, the effect of such cases on sickness absence data increases.

The Chief Executive drew Members attention to sickness levels in the Council's waste and parks and street care teams, which were continuing to manage sickness levels well.

RESOLVED:

To note the report.

58 CURRENT STAFFING ISSUES

The Chief Executive presented a report, which had been circulated prior to the meeting, highlighting issues of interest in relation to the Council's workforce.

The Chief Executive highlighted the recruitment of two new senior officers into the Planning Delivery Manager and Assistant Chief Executive roles. The Chief Executive also informed Members of the interest in and the receipt of many high quality applications for the post of Service Manager, Economic Development.

RESOLVED:

To note the report.

59 MINOR ESTABLISHMENT CHANGES

The Chief Executive presented a report, which has been circulated prior to the meeting, highlighting one minor staffing proposal which had been implemented outside of the formal JCSC process.

RESOLVED:

To note the report.

60 VOLUNTEERING POLICY

The Projects Officer presented a report, which had been circulated prior to the meeting, outlining a revised Volunteering Leave Policy and inviting comments from Members prior to consideration by the Appointments and Conditions of Service Committee for approval.

RESOLVED:

To note the report.

61 ESTABLISHMENT OF AN APPRENTICESHIP TRAINING GRADE

Councillor Bailey arrived and took the Chair.

The Service Manager, Organisational Development, presented a report, which had been circulated prior to the meeting, informing Members of a proposed local training grade for apprentices and inviting comments prior to the proposals consideration by the Appointments and Conditions of Service Committee.

RESOLVED:

To note the report.

62 SHARED PARENTAL LEAVE POLICY

The Service Manager, Organisational Development, presented a report, which had been circulated prior to the meeting, introducing local policy changes in relation to parental leave for consultation.

RESOLVED:

To note the report.

63 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 6:45 pm

Signed by Chair:
Date:

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Report to Joint Consultative and Safety Committee

Subject: Sickness Absence: summary of current trends

Date: 22 November 2016

**Author: Chief Executive
 Service Manager; Organisational Development**

1. Purpose of the Report

This is an information item to inform the Committee of the current levels of sickness absence in the organisation and to examine trends. Relevant data is shown at Appendix 1; officers will present a verbal report on the context of this data.

As part of the introduction of this item, officers will also highlight to the Committee through verbal report, any matters of particular current interest in respect to absence management.

2. Summary of key data

Of particular interest to the committee may be:

- The final outturn at the end of March was 7.24 days lost per employee which was the lowest figure recorded by the Council and fell well within the target of nine days. Unfortunately since then the figure has begun to rise again and at the last committee the absence level stood at 9.36 days. At the end of September this figure has now risen to 10.81 for the year. Analysis suggests that this substantial rise is largely due to an increase in the amount of longer-term absences although the general level of absence has also increased.
- Absence rates for each of the months between April and September are two to three times the level of absence experienced in the same months last year. These higher levels of absence were last experienced two years ago in April 2014.
- Tables are included in Appendix 1 showing long-term absence for September and, as a comparator, for July and February. Comparing these months, sickness generally has increased and in particular the percentage of days lost due to long-term absence has increased by almost 60% since February. The proportion of occurrences of long-term absence as a percentage of all absences has increased almost three-fold. This suggests that long-term absence is having a large effect on the sickness absence rates and the pattern between February, July and September shows a pattern of increase.

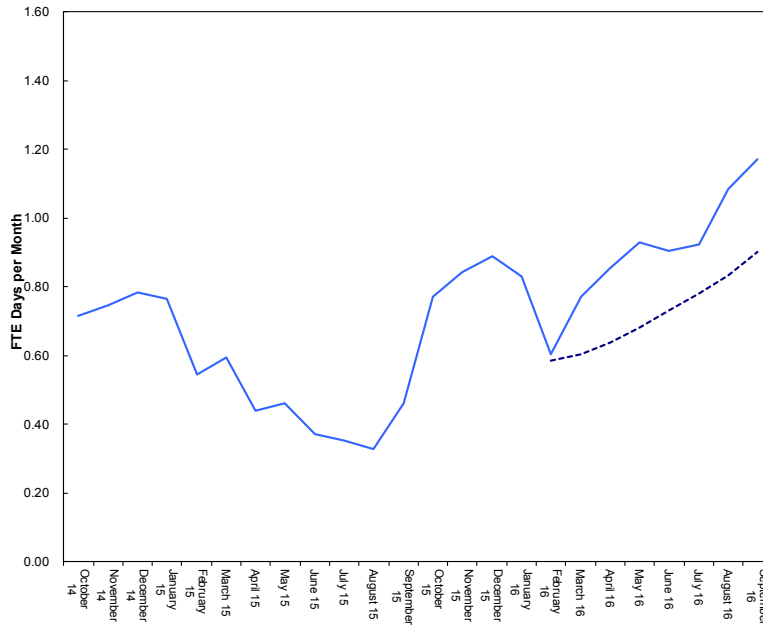
- A number of services have begun to reduce absence levels (comparing September to the previous month) including Revenues Community Relations and Housing although in general terms the rates of absence within services has remained similar between months.
- Although the rising figure for absence levels is due in part to exceptionally low levels of absence experienced between April and September last year beginning to work themselves out of calculations, clearly the absence levels for the current and recent months are also above the target that we have set (eight days over the year). In response to this SLT has begun to pay particular attention to longer term absences and have started to share ideas for helping to support employees to return from sickness absences at the earliest opportunity. Reported to the last committee was the idea to run “case management meetings” between the relevant Director, Service Manager and a Personnel Officer to more effectively identify ways of helping team members to return to work. Since then, and in response to the still high levels of absence, SLT has again looked at the issue of absence and have asked that proposals for policy change be put forward for consideration. Any proposals made would be the subject of normal consultation.

3. Recommendation

The Committee is asked to note this report.

Summary of trends graph; year to date at September 2016

Summary of Trends



FTE Days per FTE in Current Month

Month	Total Absence %	No of FTE Staff	12 Month Average (%)	FTE Days per FTE in Current Month	FTE Days per FTE 12 Month Average	FTE Days per FTE per Month Average
October 14	3.11	372.33	4.37	0.71	11.12	0.93
November 14	3.73	367.18	4.33	0.75	10.98	0.92
December 14	3.74	369.80	4.28	0.78	10.80	0.90
January 15	3.83	372.61	4.15	0.77	10.42	0.87
February 15	2.73	375.60	3.84	0.55	9.66	0.81
March 15	2.71	378.01	3.52	0.60	8.90	0.74
April 15	2.20	377.05	3.28	0.44	8.33	0.69
May 15	2.43	375.66	3.15	0.46	8.02	0.67
June 15	1.69	371.78	2.97	0.37	7.60	0.63
July 15	1.54	375.92	2.81	0.35	7.07	0.59
August 15	1.64	380.84	2.70	0.33	6.78	0.57
September 15	2.10	383.73	2.62	0.46	6.63	0.55
October 15	3.50	380.64	2.65	0.77	6.73	0.56
November 15	4.01	374.26	2.68	0.84	6.88	0.57
December 15	4.44	371.86	2.74	0.89	6.99	0.58
January 16	4.16	381.49	2.76	0.83	7.01	0.58
February 16	2.88	384.42	2.78	0.61	7.01	0.58
March 16	3.67	384.63	2.86	0.77	7.24	0.60
April 16	4.08	385.75	3.01	0.86	7.66	0.64
May 16	4.65	388.82	3.20	0.93	8.18	0.68
June 16	4.12	389.18	3.40	0.91	8.78	0.73
July 16	4.40	387.34	3.64	0.92	9.36	0.78
August 16	4.93	390.93	3.91	1.09	10.02	0.84
September 16	5.32	390.53	4.18	1.17	10.81	0.90

Year to date absence data, by service area with six month trend

Year to September 2016									Year to date trend					
Service	Section	Fte At Start	Fte At End	Average Fte	No Emps Sick FTE	FTE Days Lost	FTE Days Lost per FTE	% Absence	Days lost 1 month ago	Days lost 2 months ago	Days lost 3 months ago	Days lost 4 months ago	Days lost 5 months ago	Days lost 6 months ago
Chief Executive		4.59	3.99	4.29	3.39	32.30	7.53	2.98%	7.19	6.74	6.74	6.32	6.32	6.32
Service Total:		4.59	3.99	4.29	3.39	32.30	7.53	2.98%						
Deputy Chief Exec & Director of Finance	Audit and Asset Management	15.24	12.59	13.92	7.31	88.45	6.35	2.51%	4.70	3.06	2.25	2.39	2.53	2.30
	Financial Services	13.03	14.80	13.91	5.97	24.47	1.76	0.70%	1.89	1.88	1.95	1.88	1.80	1.76
	Parks and Street Care	49.34	49.95	49.64	28.47	648.65	13.07	5.16%	10.94	10.00	8.54	6.97	6.25	5.77
	Revenues Services	32.77	33.89	33.33	20.11	473.44	14.20	5.61%	14.21	13.23	12.86	11.78	10.38	9.96
	Transport Services	7.00	8.00	7.50	1.00	17.00	2.27	0.90%	2.27	2.00	2.00	2.00	0.00	0.67
	Waste Operations	58.92	61.92	60.42	36.24	809.07	13.39	5.29%	12.36	11.08	10.27	9.48	8.94	9.18
Service Total:		177.30	182.15	179.72	99.11	2061.08	11.47	4.53%						
Director of Health & Community Wellbeing	Community Relations	12.81	14.00	13.41	5.70	187.59	13.99	5.53%	13.28	12.66	10.64	9.01	8.40	9.06
	Housing	10.24	9.24	9.74	6.11	216.49	22.22	8.78%	22.01	21.21	21.52	20.19	17.00	14.66
	Leisure Services	65.24	67.39	66.32	37.60	401.74	6.06	2.39%	5.98	5.90	5.53	5.19	4.91	4.48
	Public Protection	26.64	24.07	25.35	9.57	177.37	7.00	2.77%	6.15	5.57	5.51	5.75	5.80	4.74
		1.00	1.00	1.00	1.00	1.00	1.00	0.40%	1.00	1.00	1.00	1.00	1.00	1.00
Service Total:		115.94	115.70	115.82	59.99	984.18	8.50	3.36%						
Director of OD & Democratic Services	Customer Services and Communications	41.88	43.53	42.70	27.11	713.20	16.70	6.60%	14.68	13.65	13.77	13.01	13.15	12.70
	Elections and Members' Services	4.31	3.59	3.95	2.00	34.43	8.71	3.44%	8.29	11.21	13.41	12.65	11.36	11.40
	Legal Services	6.45	6.20	6.32	2.00	75.42	11.93	4.71%	12.95	12.95	13.46	13.70	11.45	7.72
	Organisational Development	6.51	6.72	6.62	2.35	23.65	3.57	1.41%	5.91	7.02	7.02	7.02	7.49	6.31
		1.00	2.00	1.50	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00
Service Total:		60.15	62.05	61.10	33.47	846.70	13.86	5.48%						
Planning & Economic Growth	Economic Development	2.61	2.61	2.61	1.00	1.00	0.38	0.15%	0.47					
	Planning (Development Mgt/ BC)	13.00	17.41	15.20	5.30	237.84	15.64	6.18%	14.23					
	Planning Policy	6.24	6.43	6.34	2.00	5.00	0.79	0.31%	0.32					
		1.00	0.00	0.50	0.00	0.00	0.00	0.00%	2.00					
Service Total:		22.85	26.45	24.65	8.30	243.84	9.89	3.91%	9.19	8.97	7.84	8.56	8.82	8.43
Grand Total:		380.83	390.34	385.59	204.25	4168.10	10.81	4.27%	10.02	9.36	8.78	8.18	7.66	7.24

Current month's absence data, by service area with six month trend

Days lost per FTE employee: September 2016									Current month trend					
Service	Section	Fte At Start	Fte At End	Average Fte	No Emps Sick FTE	FTE Days Lost	FTE Days Lost per FTE	% Absence	Days lost 1 month ago	Days lost 2 months ago	Days lost 3 months ago	Days lost 4 months ago	Days lost 5 months ago	Days lost 6 months ago
Chief Executive	Executive Office	3.99	3.99	3.99	0.00	0.00	0.00	0.00%	0.50	0.00	0.00	0.00	0.00	2.74
Service Total:		3.99	3.99	3.99	0.00	0.00	0.00	0.00%						
Deputy Chief Exec & Director of Finance	Audit and Asset Management	12.59	12.59	12.59	2.00	23.00	1.83	8.30%	1.70	0.80	0.24	0.05	0.37	0.00
	Financial Services	14.99	14.80	14.89	0.00	0.00	0.00	0.00%	0.04	0.00	0.00	0.07	0.20	0.00
	Parks and Street Care	51.34	49.95	50.64	9.61	103.16	2.04	9.26%	1.46	1.86	2.10	1.28	0.63	0.73
	Revenues Services	32.30	33.89	33.10	6.00	34.78	1.05	4.78%	1.27	0.70	1.23	1.47	1.10	1.34
	Transport Services	8.00	8.00	8.00	0.00	0.00	0.00	0.00%	0.25	0.00	0.00	1.88	0.00	0.00
	Waste Operations	61.92	61.92	61.92	10.85	109.04	1.76	8.00%	1.66	1.39	1.23	1.46	0.50	0.52
		1.00	1.00	1.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00
Service Total:		182.14	182.15	182.14	28.46	269.98	1.48	6.74%						
Director of Health & Community Wellbeing	Community Relations	14.11	14.00	14.05	1.00	13.51	0.96	4.37%	1.11	1.98	1.44	0.66	0.63	0.17
	Housing	10.24	9.24	9.74	0.00	0.00	0.00	0.00%	1.95	0.00	1.41	3.15	3.26	4.25
	Leisure Services	66.69	67.39	67.04	5.88	26.70	0.40	1.81%	0.33	0.51	0.50	0.28	0.56	0.36
	Public Protection	24.07	24.07	24.07	2.00	25.00	1.04	4.72%	1.02	0.13	0.00	0.50	1.63	0.56
		1.00	1.00	1.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00
Service Total:		116.11	115.70	115.91	8.88	65.21	0.56	2.56%						
Director of OD & Democratic Services	Customer Services and Communications	44.53	43.53	44.03	7.85	95.78	2.18	9.89%	1.66	1.33	1.22	0.81	1.19	1.27
	Elections and Members' Services	3.59	3.59	3.59	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00
	Legal Services	5.20	6.20	5.70	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	2.64	3.07	2.22
	Organisational Development	6.72	6.72	6.72	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	1.21	0.00
		2.00	2.00	2.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00
Service Total:		62.05	62.05	62.05	7.85	95.78	1.54	7.02%						
Planning & Economic Growth	Economic Development	2.61	2.61	2.61	0.00	0.00	0.00	0.00%	0.00					
	Planning (Development Mgt/ BC)	17.41	17.41	17.41	1.32	23.49	1.35	6.13%	1.26					
	Planning Policy	6.43	6.43	6.43	1.00	3.00	0.47	2.12%	0.00					
		0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00					
Service Total:		26.45	26.45	26.45	2.32	26.49	1.00	4.55%	0.83	0.76	0.20	1.09	1.29	1.15
Grand Total:		390.73	390.34	390.53	47.51	457.46	1.17	5.32%	1.09	0.92	0.91	0.93	0.86	0.77

Long term (20 days+ in month)/ short term sickness analysis for September 2016

Head of Service	Section	No Occurrences Long Term	Total No Occurrences Absent	Long Term FTE Days Lost	Total FTE Days Lost	Long Term as a % of Days Lost	Long Term as a % of Occurrences
Deputy Chief Exec & Director of Finance	Audit and Asset Management	1	2	21.52	22.50	95.65%	50.00%
	Parks and Street Care	1	11	21.52	100.87	21.34%	9.09%
	Revenues Services	1	6	21.52	34.46	62.46%	16.67%
	Waste Operations	3	11	64.57	106.72	60.50%	27.27%
Head of Service Total:		6	30	129.15	264.56	48.82%	20.00%
Director of Health & Community Wellbeing	Community Relations	0	1	0.00	13.30	0.00%	0.00%
	Leisure Services	0	15	0.00	30.96	0.00%	0.00%
	Public Protection	1	2	21.52	24.46	88.00%	50.00%
Head of Service Total:		1	18	21.52	68.72	31.32%	5.56%
Director of OD & Democratic Services	Customer Services and Communications	2	9	36.43	93.95	38.77%	22.22%
Head of Service Total:		2	9	36.43	93.95	38.77%	22.22%
Planning & Economic Growth	Planning (Development Mgt/ BC)	0	3	0.00	22.96	0.00%	0.00%
	Planning Policy	0	1	0.00	2.94	0.00%	0.00%
Head of Service Total:		0	4	0.00	25.89	0.00%	0.00%
Grand Total:		9	61	187.10	453.12	41.29%	14.75%

Long term (20 days+ in month)/ short term sickness analysis for July 2016

Head of Service	Section	No Occurrences Long Term	Total No Occurrences Absent	Long Term FTE Days Lost	Total FTE Days Lost	Long Term as a % of Days Lost	Long Term as a % of Occurrences
Deputy Chief Exec & Director of Finance	Audit and Asset Management	0	4	0.00	10.59	0.00%	0.00%
	Parks and Street Care	3	9	61.64	93.58	65.87%	33.33%
	Revenues Services	0	7	0.00	21.31	0.00%	0.00%
	Waste Operations	1	8	20.55	84.53	24.31%	12.50%
Head of Service Total:		4	28	82.18	210.01	39.13%	14.29%
Director of Health & Community Wellbeing	Community Relations	1	3	8.11	27.41	29.59%	33.33%
	Leisure Services	0	15	0.00	37.43	0.00%	0.00%
	Public Protection	0	1	0.00	2.94	0.00%	0.00%
Head of Service Total:		1	19	8.11	67.77	11.96%	5.26%
Director of OD & Democratic Services	Customer Services and Communications	2	7	37.57	57.91	64.88%	28.57%
Head of Service Total:		2	7	37.57	57.91	64.88%	28.57%
Planning & Economic Growth	Planning (Dev MGT/ BC)	0	6	0.00	8.81	0.00%	0.00%
Head of Service Total:		0	6	0.00	8.81	0.00%	0.00%
Grand Total:		7	60	127.86	344.50	37.12%	11.67%

Long term (20 days+ in month)/ short term sickness analysis for February 2016

Head of Service	Section	No Occurrences Long Term	Total No Occurrences Absent	Long Term FTE Days Lost	Total FTE Days Lost	Long Term as a % of Days Lost	Long Term as a % of Occurrences
Chief Executive		0	2	0.00	9.59	0.00%	0.00%
Head of Service Total:		0	2	0.00	9.59	0.00%	0.00%
Deputy Chief Executive	Audit and Asset Management	0	2	0.00	3.97	0.00%	0.00%
	Financial Services	0	2	0.00	5.54	0.00%	0.00%
	Parks and Street Care	0	3	0.00	17.61	0.00%	0.00%
	Revenues Services	2	5	41.09	55.69	73.79%	40.00%
	Waste Operations	0	6	0.00	41.82	0.00%	0.00%
Head of Service Total:		2	18	41.09	124.62	32.97%	11.11%
Director of Health	Housing	0	2	0.00	17.75	0.00%	0.00%
	Leisure Services	0	20	0.00	30.36	0.00%	0.00%
	Public Protection	0	1	0.00	0.98	0.00%	0.00%
Head of Service Total:		0	23	0.00	49.09	0.00%	0.00%
Director of OD & I	Customer Services and Communications	1	7	20.55	30.69	66.94%	14.29%
Head of Service Total:		1	7	20.55	30.69	66.94%	14.29%
Service Mgr- Plan	Planning and Economic Growth	0	2	0.00	20.55	0.00%	0.00%
Head of Service Total:		0	2	0.00	20.55	0.00%	0.00%
Grand Total:		3	52	61.64	234.55	26.28%	5.77%



Report to Joint Consultative and Safety Committee

Subject: Current staffing issues (Standing Item)

Date: 22 November 2016

Author: Chief Executive
Service Manager; Organisational Development

1. Purpose of the Report

This is an information item highlighting to the Committee, any issues of particular interest that relate to the council's workforce.

2. Summary of current issues

2.1 This year's Employee Conference took place over three half-days in early October. The themes of this year's event were "healthy body; healthy team" with sessions designed to give practical information about healthy eating and lifestyle together with lively exercises to bring out what effective team working can achieve.

The event was very well received, perhaps with the highest levels of satisfaction expressed by attendees for any of the conferences, with an overall satisfaction rating of over 90%. Organised by the STEPs Group, the event was attended by more than 100 employees from across all services of the Council.

2.2 This year's Training Awards and Employee Awards will take place on Friday 9 December. This popular event is a celebration of personal achievement and the opportunity for employees to recognise the excellent service delivered by their colleagues.

2.3 The proposal to establish a training grade that was brought to the last meeting of this committee has now been approved and implemented. This change allows the direct employment of apprentices at appropriate pay rates; the first apprentices employed in this way have now started in the Executive Office and in Financial Services.

3. Recommendation

The Committee is asked to note this report.

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Report to Joint Consultative and Safety Committee

Subject: Information item: Minor changes to the Establishment agreed outside the formal full JCSC process (Standing Item).

Date: 22 November 2016

Author: Service Manager; Organisational Development

1. Purpose of the Report

This is a standing information item highlighting to the Committee any minor changes to the Establishment proposed by the Senior Leadership Team for implementation outside the formal full JCSC process but following consultation with trade unions. 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 be concern 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 proposals

Since the last JCSC meeting there have been four minor staffing proposals that have been considered by Senior Leadership Team outside the full JCSC framework. These reports were fully supported by trade unions.

Proposal; Audit and Asset Management:

As a result of new facilities being opened at the depot together with there being a number of vacant posts and a long-standing the need to review the cleaning and caretaking regime which had become outdated a report was put forward by the Facilities Manager which proposed a number of changes including the rationalisation and re-scheduling of cleaning hours (including the creation of additional shifts), the creation of a combined Caretaker/ Cleaning Supervisor post and the normalisation of overtime hours regularly worked by existing Caretakers.

The one employee that was potentially under threat of redundancy arising from the proposals has been redeployed to a more senior post. One cleaner has, by agreement, had a reduction in hours.

Proposal; Communications:

The Media and Communication Manager proposed a report to reorganise the communications team to add capacity to the team's web development and content management support. This reflects the Council's ongoing commitment to the digitalisation agenda. The posts deleted were vacant posts and the report proposal for changed posts was made within existing budget.

Proposal; Planning:

The Chief Executive proposed a report that made permanent the current temporary arrangements relating to planning policy and development management. The two senior posts in these areas have been deleted and two new posts of Service Manager Planning Policy and Service Manager Development Services have been created that have been ring-fenced for application from potentially displaced post holders. The vacant post of Building Control Manager has been disestablished but, to recognise the increasing workload within the team, another Senior Building Control Officer post has been established within the team.

Proposal; Parks and Street Cleansing:

For a long length of time two appropriately qualified workers within PaSC have been acting up from their normal generalist role into the more specialist role of Arborist. They have been paid accordingly through temporary arrangements. The Service Manager- PaSC made a report that proposed the deletion of two Grounds Maintenance Worker posts but the establishment of two permanent Arborists. The report also proposed the two new posts be ring-fenced for application from the two employees that were potentially displaced by the proposal as the only suitably qualified workers.

3. Recommendation

The Committee is asked to note this report.

By virtue of paragraph(s) 4 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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