

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: 26 February 2019

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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.

2. Recommendation

The Committee is asked to note this report.

3. Background

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. All new posts have been job evaluated through formal arrangements.

4. Summary of proposals

Since the last JCSC meeting there have been three staffing proposals that have been considered by Senior Leadership Team outside the full JCSC framework. These are:

4.1 Leisure Services.

The post of Membership Advisor (LFA08) has been proposed for deletion. This post was created primarily to lead on the setting up of new members to the Council’s DNA leisure scheme. For some time the post has been undertaken on a part-time basis only (with the post holder carry out a Duty Manager role for the rest of the week in a leisure centre). The work of the post can effectively be carried out within the leisure centres themselves and it is no longer felt that the post is necessary as a “stand-alone” job; the work can be assimilated into the normal running of each leisure centre. The post holder has been offered and has accepted redeployment to a full-time permanent Duty Manager post in our leisure centres. The report also reduces some hours in other Leisure Attendant roles although these changes do not have any detrimental effect on current employees.

4.2 PASC

In our Parks and Street Care team two new posts have been created to support the creation of the Council's new pet cremation service. One post is created to carry out the cremations themselves and the other post is an administrative role designed to support the function. It is anticipated that the service will commence 1 April.

4.3 Legal Services

The Legal Team has put forward a business case to enable the Council to sell some of its legal services to other local councils. Initially it was anticipated that this initiative could be supported by the post of part-time Legal Executive (LZL11) which was established for 22 hours per week. Recruitment to this post has, however, proved to be difficult and an alternative arrangement has now been approved which is to create a two-year Trainee Solicitor post to support the business model. The vacant post of Legal Executive will be deleted from the establishment. The Service Manager is confident that this proposal will provide the necessary support and that recruitment to the post will not be a problem.