

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: 21 February 2023

Author: Head of HR, Performance and Service Planning

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

Prior to the minor changes being implemented local trade unions are always be consulted. Should there be concern raised during this consultation about any proposal made the proposal would be taken out of this “shortened process” and placed before the Joint Consultative and Safety Committee for full consideration. All new posts have been job evaluated through formal arrangements.

4. Summary of proposals

Since the last JCSC meeting and at the time of papers being written there has been one staffing proposal affecting the permanent Establishment that has been considered by Senior Leadership Team outside the full JCSC framework;

4.1 HR, Performance and Service Planning

The implemented proposals were to combine the eight hours of the vacant Band 8 Training Officer post with the newly-vacated 18.5 hours of the Band 8 Senior Personnel Officer post. This resulted in the creation of a 26.5 hour Band 8 post of Senior Personnel and Training Officer. The purpose of the change is to add more robustness and flexibility into the small HR team. Appointment to fill the vacancy is now well underway.