

Report to Joint Consultative and Safety Committee

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

Date: 24 February 2015

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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 proposal

A proposal has been made by the Service Manager – Revenues and Benefits which has been supported both by Senior Leadership Team and by Unison. In advance of the Universal Credit arrangements that will soon be applied to benefit claimants within the borough, the service manager has deleted a number of existing vacant benefits posts from the establishment and has moved a small number of hours previously associated with these posts to other posts within the team that are mainly engaged with Council Tax administration in order to continue to provide an efficient service to our residents.

The proposals do reduce the total establishment of the council and result in savings of just over £65,000. A saving of this magnitude had been required as part of the budget targets set last year.

No existing staff have been adversely affected by this proposal which has now been implemented under the Chief Executive’s delegated authority.

3. Recommendation

The Committee is asked to note this report.