

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: 19 November 2015

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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.

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

There has been one minor staffing proposal that has been considered by Senior Leadership Team outside the full JCSC framework. This report is fully supported by trade unions.

Proposal; Planning:

Introduction of a new structure in the Development Management service is one of the key actions arising from the recent Resource Review of the service. The need to improve capacity and resilience within the service is widely recognised.

In order to strengthen system and process capacity in the service, the Chief Executive temporarily transferred the post of Spatial Data Manager from Environmental Health to Planning to manage the technical support team placing a focus on the implementation of new systems, technologies and working practices to improve efficiency and workflow. The creation of the changed role will be formalised through the wider re-structure that is pending.

In addition to this change, the Chief Executive also proposed additional front-line Planning Officers and Service Support staff be established and that these be the

subject of early recruitment in advance of the overall review of structure for the service. This change was designed to bring in capacity and stability to the service and will reduce (ideally end) the service's current reliance on interim staff.

In summary, the changes agreed were to

- Create 1.4 FTE additional Planning Officer posts, funded through the deletion of the currently vacant post of Development Manager
- Recruit to the newly created posts, alongside recruitment to 1.6FTE Planning Officer posts currently vacant, such that 3 FTE posts can be advertised
- Make temporary 2 FTE Service Support posts, funded from the deletion of the vacant part-time Land Charges Officer post, and recruit to those 2 posts.

3. Recommendation

The Committee is asked to note this report.