

Minutes of Personnel Committee

Meeting Date: Wednesday, 22 October 2014 starting at 6.30pm
Present: Councillor R J Elms (Chairman)

Councillors:

P Ainsworth	D T Smith
S Bibby	D Taylor
S Brunskill	N C Walsh
P Dowson (until 7.20pm)	A Yearling

In attendance: Chief Executive, Head of HR, Personnel Officer x 2.

348 APOLOGIES

There were no apologies for absence from the meeting.

Valerie Taylor of the finance team spoke to Members about a visit to London, where she had received an award in recognition of her achievements on the CIPFA qualification.

349 MINUTES

The minutes of the meeting held on 3 September 2014 were approved as a correct record and signed by the Chairman.

350 DECLARATIONS OF INTEREST

There were no declarations of interest.

351 PUBLIC PARTICIPATION

There were no items of public participation.

352 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from Representatives on Outside Bodies.

353 LEGAL SECTION IER STAFF

The Chief Executive explained the forthcoming changes to the election system and the effect of mandatory changes on the Council's processes and the workload of the Legal Section. A revised staffing structure was proposed and, following discussion, was supported by Members.

RESOLVED: That the Council's staffing Establishment be amended as set out in the report.

354 IMPACT OF WELFARE REFORM

The Chief Executive provided a detailed explanation of the impact of the benefits section entering into a Delivery Partnership Agreement with the Department for

Work and Pensions to support the roll-out of Universal Credit. The effect on staffing levels was discussed in detail and a proposed change to the staffing Establishment in the Revenues and Benefits Team was supported by Members.

RESOLVED: That Committee agree to:

1. the creation of a new post of Benefits Control and Liaison Officer; and
2. the Fraud/Control Officer post be deleted from the Establishment.

355 REFUSE COLLECTION AND VEHICLE WORKSHOP MANAGEMENT

Consideration was given to the written report of the Director of Community Services proposing a restructure to the arrangements for the management of the refuse collection and vehicle workshop operations. The Chief Executive explained the financial implications of the restructure and the efficiencies and benefits to be gained. Following discussion Members agreed to support the restructure.

RESOLVED: That Committee agree to the:

1. removal of the position of Workshop Manager from the Establishment;
2. revision of responsibilities and duties of the current Refuse Manager position;
3. transfer of the current Workshop Manager post holder to the revised position of Refuse Manager; and
4. recruitment of a second HGV and Municipal Vehicle Technician.

(Councillor P Dowson left the meeting at 7.20pm.)

356 MEMBER AND STAFF TRAINING

Consideration was given to the written report of the Personnel Officer updating Members on training courses approved since the last meeting. Councillor Brunskill provided a brief overview of a training session she had attended.

RESOLVED: That the report be noted.

357 QUALIFICATION TRAINING

The Personnel Officer provided Members with an update on members of staff currently studying for a professional qualification. It was noted that a number of employees had successfully completed professional qualifications during the year and Members supported the Chairman's proposal to send letters of congratulation to those concerned.

RESOLVED: That letters of congratulation be sent to employees on completion of their professional qualifications.

358 APPOINTMENTS AND RESIGNATIONS

Consideration was given to the written report of the Personnel Officer informing Members of appointments and resignations that had taken place since the last meeting. A verbal update was provided on a number of recent appointments that had been made since the publication of the report. The retirement of the Head of Engineering Services was noted.

RESOLVED: That a letter of thanks be sent to the Head of Engineering Services on his retirement.

359 LOCAL GOVERNMENT PAY CONSULTATION

The Head of HR distributed copies of documents from the North West Employers' Organisation advising Chief Executives of the intention to begin consultation with Councils and trade unions on a pay proposal for the 2014/15 pay negotiations.

The Chief Executive guided Members through the complexities of the proposal and explained some of the implications for the authority and staff. Following discussion, Members agreed a response.

RESOLVED: That a written response to pay consultations proposals be forwarded to the North West Employers' Organisation.

The meeting closed at 7.45pm.

If you have any queries on these minutes please contact Marshal Scott (414400).