

PERSONNEL PANEL

MINUTES OF MEETING HELD ON 8 APRIL 2008

Present: Councillors Mrs M B Woodburn (Chair); H Branney; Mrs Y R T Clarkson; K Hitchen; N Williams

Apologies for absence were received from Councillors N Clarkson and P Whalley.

Officers: L Murphy, Chief Executive; T Capper, Democratic Services Manager; L Gleed, Human Resources Manager; F McMorrow, Corporate Director, Economic Prosperity and Sustainability (Agenda Item 6); H Mitchell, Head of Policy and Performance; P Deacon, Interim Housing Services Manager (Agenda Item 6); N White Scrutiny Support Officer (Agenda Item 5)..

Minutes

The minutes of the meeting held on 7 March 2008 were signed by the Chairman as a correct record.

PER 24 Reference from Overview and Scrutiny – Compassionate Leave and Dignity at Work Policies

The Panel considered the recommendations from Overview and Scrutiny Management Committee on revised Dignity at Work and Compassionate Leave policies.

RESOLVED – that subject to further discussion between the Chair of the Task and Finish group and the Head of Policy and Performance on how far the recommendations address work already being done, the recommendations be referred to Executive for consideration before submission to Council for final adoption.

PER 25 Director of Public Service Provision – Recruitment Process

The Panel considered proposals for the make-up of the selection panel for the recruitment to the post of Director of Public Service Provision, West Cumbria Strategic Forum.

RESOLVED – that the selection panel be as set out in paragraph 3.2 of the report, with Councillor K Hitchen as the Panel's representative.

PER 26 Process Improvement Team and GIS/Information Management Officer

The Panel considered a report setting out the present position on the Process Improvement Team posts and the GIS/Information Management Officer.

RESOLVED – that the Personnel Panel notes that the Process Improvement Team members and the GIS/Information Management Officer posts can be added to the Council's establishment following agreement of the Budget for 2008 which allocates staffing costs.

PER 27 Pay Policy

The Panel considered a draft Pay Policy setting out a set of principles describing the key features of the pay and grading arrangements to be introduced under the Local Government Pay and Workforce Strategy.

RESOLVED – that the Pay Policy be approved for submission to Executive and Council for adoption.

PER 28 Exclusion of Press and Public

RESOLVED – that the press and public be excluded for the remaining items of business in view of the likely disclosure of exempt information as defined in paragraph 1 of Part I of Schedule 12A of the Local Government Act 1972 as amended.

PER 29 Housing Service

The Panel considered a report setting out proposals for strengthening of the Council's housing service following the Audit Commission Review of the Council's Strategic Housing function.

RESOLVED – that the Panel agree to the proposed changes to the structure of the housing service as set out in the report.

The meeting closed at 11.10 am.

Chairman

PER 19 Exclusion of Press and Public

RESOLVED – that the press and public be excluded for the following items of business on the grounds of likely disclosure of exempt information as defined in paragraph 1 of Part I of Schedule 12A of the Local Government Act 1972 as amended.

The Panel received an oral update on the present position on recruitment to this vacancy, following advertisement and interviews in the latter part of 2007 which had not resulted in an offer of appointment.

The Panel considered options for dealing with the vacancy henceforward, in the context of other matters to be considered later in the meeting. It was noted that the current interim management arrangements would continue in the short-term.

RESOLVED - that the post be re-advertised as Head of Finance and IT.

PER 21 Directorate Review – Economic Prosperity and Sustainability

The Panel considered a report of the Corporate Director, Economic Prosperity and Sustainability, reviewing the structure of the Directorate. The proposals had been the subject of consultation with staff based on two options, and the results of the consultations were included in the report, together with proposed assimilations to new posts. Draft job profiles for new posts were tabled at the meeting.

It was noted that the proposals for Housing would be finalised following completion of the external inspection in January 2008.

RESOLVED - that (a) the proposed revised establishment as shown in Option 2 be agreed, subject to any necessary further consideration of the Housing function following external inspection, and location of the Beacon and Tourism Services in the structure be delegated to the Director in consultation with the Chair and Deputy Chair;

(b) the proposed assimilations be approved subject to deletion of the assimilation shown in Building Control; and

(c) the job profiles be agreed subject to any comments from Members to the Director.

PER 22 Regeneration Strategy Posts

The Panel considered a report setting out proposed changes to vacant posts in Regeneration Strategy.

RESOLVED – that (a) the post of Housing Renewals Manager be re-advertised with a Market Supplement of 4 Spinal Column Points in accordance with Council policy on use of Market Supplements; and

(b) the post of Housing Policy Officer be re-advertised on Scale 3/4 as an interim measure pending job evaluation.

PER 23 Corporate Team

The Chief Executive circulated outline proposals for re-structuring of Corporate Team following a request for early retirement.

RESOLVED – that (a) the request for early retirement be approved, with terms to be finalised; and

(b) the outline proposals and the process for consulting on and finalising the new Corporate Team structure be approved, with a further report on the outcome of the process to follow at a later stage.

The meeting closed at 4.10 pm

Chairman