

PERSONNEL PANEL

MINUTES OF MEETING HELD ON 24 APRIL **2007**

Present: Councillors K H Hitchen, (Deputy Chairman in the chair) M J Ashbrook, H Branney; N Clarkson; Mrs Y R T Clarkson; N Williams.

Officers: H Mitchell, Head of Policy and Performance; L Glead, Human Resources Manager; D James, Member Services Officer.

Minutes

The minutes of the meeting held on 16 November 2006 were signed by the Chairman as a correct record.

PER 16 Pay and Workforce Strategy

Consideration was given to the first update report on the Councils Pay and Workforce Strategy. During consideration, of this item, Members asked for the Terms of Reference of the Panel to be revisited with a view to broadening their areas of responsibility.

RESOLVED – That a) the report be noted; and

b) the Head of Policy and Performance in consultation with the Democratic Services Manager submit a report back to the panel on options to broaden areas of responsibility for the Panel for the next municipal year.

PER 17 Revised Job Descriptions

Consideration was given to a proposal to amend the job profiles and grades of both the posts of Communications Manager and Communications Officer. During consideration of this item Members felt that not all options had been taken into account it was therefore moved duly seconded and

RESOLVED – That a) taking on board comments made by Members the Head of Policy and Performance works with the Deputy Chairman, in consultation with the Chairman to look at other options; and

b) delegated authority be given to the Head of Policy and Performance in consultation with the Chair and Deputy Chairman to determine the grades of the posts of Communications Manager and Officer.

The meeting closed at 12.55 pm

Chairman