

EMPLOYMENT AND APPOINTMENTS COMMITTEE

Tuesday, 22 November 2011

Present:

Councillor AER Jones (Chair)

Councillors	G Davies	P Hayes
	P Davies	M Johnston
	S Foulkes	P Kearney
	JE Green	L Rennie

42 MEMBERS' CODE OF CONDUCT - DECLARATIONS OF INTEREST

Members of the Committee were requested to declare whether they had an interest, either personal or prejudicial, in any item on the agenda and, if so, to declare it and state the nature of such interest.

Councillor Foulkes declared a personal interest in the item, 'Appeals Sub-Committee Minutes', by virtue of a personal family interest (see minute 49 post).

43 MINUTES

The Committee was requested to receive the minutes of the meetings held on 29 September and 13 October, 2011.

In respect of minute 36 (29/9/11) (Interim Management Arrangements), Councillor Green asked for an update on the progress of recruitment to the various posts the Committee had agreed to establish and on the establishment of a Policy Unit.

The Head of HR and Organisational Development, in response, informed the Committee that the creation of a dedicated Policy Unit was now under discussion by the Corporate Governance Committee. In respect of external recruitment, the procurement process for consultants was now drawing to a close. A timetable would be drawn up to enable the commencement of the recruitment process.

Resolved – That the minutes of the meetings held on 29 September and 13 October, 2011, be approved.

44 DELIVERING THE INVESTMENT STRATEGY

The Acting Director of Regeneration, Housing and Planning submitted a report on the proposed changes to the establishment of the Investment Strategy Team in the Regeneration, Housing and Planning Department; consequent on the decision of Cabinet on 21 July, 2011 (minute 78 refers) to endorse a refreshed Investment Strategy. The delivery of the Investment Strategy was essential to the economic future of the borough and the purpose of this re-structure was to ensure that the key investment projects were managed in the most effective way possible.

The proposed establishment changes were as follows:

- Transfer of the Strategic Policy Manager from the Economic Policy Team to the Investment Strategy Team to become the Strategic Investment and Partnerships Manager at a grade of EPO8.
- Re-grading of the Investment Strategy Manager post from EP08 to EPO10.

The full year financial implications, including salary on-costs, of these recommendations would result in net additional costs of £12,365.28 to be met from existing resources.

Responding to comments from Members, the Acting Director elaborated on the role of the Strategic Investment and Partnerships Manager. The Head of HR and OD clarified the recruitment process for the currently vacant post of Economics Project Manager.

Resolved – That the changes to the establishment of the Investment Strategy Team detailed in the report be approved.

45 **MANAGING ATTENDANCE**

The Director of Law, HR and Asset Management submitted a report updating the Committee on the current attendance management position.

A breakdown of sickness absence figures for quarters 1 and 2 and comparative data for 2008/9, 2009/10 and 2010/11, by quarter and by full year, was shown in appendix 1 to the report. Sickness levels for quarter 2 (1.81 days) showed an improvement against previous years (2.16, 2.11 and 2.49). Should this be sustained throughout the year, the projected figure at the end of year would represent a significant improvement on the previous three years.

The report also contained benchmarking data from other sectors given in the Chartered Institute of Personnel and Development's Annual Survey Report 2011; progress on the implementation of the Fit4Wirral action plan and details on the flu vaccination programme.

Members commented upon the need to look at best practice in other authorities and to have comparator data from other metropolitan authorities. The Head of HR and OD responded that comparator data was provided to the Committee as and when it became available and lessons were learnt from other local authorities, one consistent point being to always apply the Council's attendance management policy.

Resolved – That the content of the report and the current sickness absence data be noted.

46 **WORKFORCE MONITORING 2011**

The Director of Law, HR and Asset Management submitted a report which gave a summary of the monitoring and analysis of the Council's workforce for quarters 1 and 2, 2011/12 (1 April 2011 to 30 September 2011) and the proposed outcomes and actions to be taken as a result. Appendices to the report fulfilled the Council's specific employment duties in relation to employment for race, gender and disability.

The Head of HR and OD highlighted the fact that, taking account of the numbers of employees who had left through last year's EVR/VS exercise, the overall workforce number had decreased by 1127 employees (19%) compared with 2010/11. She also confirmed that benchmarking data was available for other authorities and this could be provided for the Committee.

Resolved – That the report be noted.

47 UPDATE ON MANAGING WORKFORCE CHANGE AND REDEPLOYMENT

The Director of Law, HR and Asset Management, submitted a report providing an update on the management of workforce change and outlined progress on the successful redeployment of employees throughout the Council.

There were currently 14 people on the redeployment register.

The Leader of the Council suggested that a further report should include some more information on the issues surrounding those redeployees who had been on the register for some time.

Resolved – That the report be noted.

48 EMPLOYMENT AND APPOINTMENTS SUB-COMMITTEE MINUTES

The minutes of the Employment and Appointments Sub-Committee meetings held on 19 September, 10, 25 and 26 October, 2011 were submitted for information.

The Head of HR and OD informed the Committee that the new Director of Adult Social Services would be taking up his post on 1 January, 2012.

Resolved – That the minutes be noted.

49 APPEALS SUB-COMMITTEE MINUTES

The minutes of the Appeals Sub-Committee meetings held on 6 September and 5 October, 2011 were submitted for information.

Resolved – That the minutes be noted.

50 EXEMPT INFORMATION - EXCLUSION OF MEMBERS OF THE PUBLIC

Resolved - That, under section 100 (A) (4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following item of business on the grounds that it involves the likely disclosure of exempt information as defined by paragraph 1 of Part I of Schedule 12A (as amended) to that Act. The public interest test has been applied and favours exclusion.

51 ALLEGATIONS AGAINST EMPLOYEES

The Director of Law, HR and Asset Management provided details of an allegation of serious or gross misconduct made against an employee and advised of the action taken.

The Head of HR and OD agreed to bring a report back to the Committee on the appeals procedure which would incorporate information on the situation in other authorities and the departmental responses to the recommendations made by the Appeals Sub-Committee consequent upon the hearing of individual appeals.

Resolved – That the report be noted.