
Employment Panel

Report of the meeting held on 2nd February 2004

Matters for Information

18. PAY HEALTH CHECK

The Panel has considered the results of a “health check” by Inbucon Consultants of the Council’s salary grades. The “health check” was commissioned as part of the terms negotiated with staff for the current year’s pay award.

Having regard to the conclusions arising from the consultants report, the Panel has approved a series of adjustments to the Council’s pay and grading structure comprising -

- ◆ the continued inclusion of Leisure Centre employees in the local grading scheme, with the exception of employees in the Business Generation function who will continue to be placed on a fixed point within their respective grades and to receive bonus payments;
- ◆ a continuation of the use of the median market rate as the basis for calculating each grade mid-point and the continuation of grade spread from 80% to 121% of the mid-point;
- ◆ the assimilation of Grades 14 to 16/17 into two grades, the midpoints of which will reflect the median salaries from the Inbucon report;
- ◆ the incorporation of the former manual workers who currently remain outside the local grades into the grading structure, following negotiation;
- ◆ a figure representing price inflation from 1st April to 1st September 2003; and
- ◆ the recalibration of Grades 2 to 15 and the movement of employees to the nearest higher point on the recalibrated grade above their salary with effect from 1st April 2004 together with the addition of any increments awarded from February 2004 appraisals to take effect at 1st April 2004.

The Panel has also agreed that the Council’s minimum rate of pay should remain at the (uprated) National “Green Book” minimum and that subject to negotiation, arrangements should be made to bring sanctionable pay rates for employees in the Operations Division onto the local grading structure.

19. ANNUAL PAY AWARD

Following the completion of the “health check” of Council salaries, and the recalibration of local grades, the Panel has approved an increase of 2.9% in salary scales for District Council employees with effect from 1st April 2004.

20. LOCAL GOVERNMENT PAY COMMISSION – RECOMMENDATIONS

The Panel has noted the recommendations made by the Local Government Pay Commission 2003 in relation to pay and reward issues and has agreed to consider matters arising from premium payments and other changes to the “Green Book” conditions of service once a settlement has been reached in national negotiations.

21. STAFFING REVIEW – CUSTOMER FIRST PROGRAMME

The Panel has approved the re-designation and re-grading of a post in the Customer First programme team together with arrangements to address any future changes in the light of the need for the staffing structure to be responsive to the ongoing and changing work demands of the programme. These decisions are conditional upon the Cabinet approving the release of funding for the programme.

22. STAFFING REVIEW – PLANNING SERVICES

The Panel has approved a temporary re-structuring and arrangements to recruit four vacant posts within the Planning Policy Section of the Planning Services Division, to enable the Division to meet the challenges of new planning legislation which will come into force in late 2004.

23. ADDITIONAL CARETAKER

Having noted that the Cabinet had approved the release of the necessary funding identified in the MTP from 1st April 2004, the Panel has approved the appointment of a third caretaker for Pathfinder House and the creation of the post of Caretaker Supervisor from within the caretaking establishment of three posts.

24. REQUEST FOR ASSISTANCE WITH MEDICAL EXPENSES

Following a request from an employee of the Council for financial assistance towards the cost of private medical treatment estimated at £3,500 and having regard to the exceptional circumstances involved, the Panel has approved a contribution of £1000 to the medical costs of the individual on the understanding that it will not establish a precedent for the consideration of any future requests.

25. REQUESTS TO FILL VACANT POSTS

Having considered details of 15 vacancies in existing and new posts, the Panel has authorised the Head of Personnel Services to

commence recruitment in each case. The Panel has noted that appointments to two of these posts will be subject to the release of funding by the Cabinet.

26. REVIEW OF CONSTITUTION

Having received a report outlining the timetable for the review by the Standards Committee of the Council's Constitution, the Panel has concluded that they have no particular concerns to raise for consideration by the Committee.

27. RETIREMENT OF PERSONNEL – ACKNOWLEDGEMENTS

The Panel has placed on record its recognition of and gratitude for the excellent contribution made by the following employees during their employment in the local government service and has conveyed its best wishes to them for a long and happy retirement:-

Name	Designation	Local Government Service
Mr I W Price	Environmental Health Officer	42 years
Mr G E Foskett	Senior Car Park Attendant	11 years

J W Davies
Chairman