
Employment Panel

Report of the meeting held on 18th November 2008

Matters for Information

9. LEISURE CENTRES RESTRUCTURING

Further to Item No. 4 of its previous Report to Council, the Panel has been acquainted with the results of the staff consultation regarding proposed changes to the management structure within the Leisure Centres, together with the results of the Job Evaluation Panel which met recently to grade all Leisure Centre posts under the assimilation exercise using the latest Inbucon evaluation criteria.

Having been acquainted with the views of the Employees Side representatives who had expressed some concerns about the financial implications of the proposals for a number of the employees affected, the Panel has endorsed the proposed re-structure of the management arrangements for implementation by 1st April 2009.

10. ARRANGEMENTS FOR THE INTRODUCTION OF A REVIEW SCHEDULE FOR ADOPTED POLICIES AND PROCEDURES

Over a number of years Human Resources (HR) policies and procedures have been introduced as a result of business need or in response to legislative requirements.

To facilitate an increasingly proactive approach to the HR Service, the Panel has agreed a three year rolling programme for the review of all policies and procedures to ensure that they reflect current best practice, comply with legislative requirements and reflect the needs of the Council. In endorsing the proposed review schedule, the Panel has noted that there are currently just over 50 policies and procedures, although it is anticipated that some will be consolidated as the review programme progresses.

11. STAFF ATTENDANCE

The Panel has endorsed a revised Attendance Policy for the Council which has been designed to reflect national provisions and to provide a measure of clarity across the District Council for managers and employees.

In doing so, the Panel has been pleased to note that employees absence rates for the District Council compare favourably to the both the public sector and national averages reported by the Chartered Institute of Personnel Development.

A copy of the policy is available on request from the Democratic Services Section.

**12. COMMUNITIES IN CONTROL:
REAL PEOPLE, REAL POWER:
CODES OF CONDUCT FOR LOCAL AUTHORITY MEMBERS AND
EMPLOYEES – A CONSULTATION**

Following the receipt of a recent consultation paper by the Department for Communities and Local Government seeking views on the proposed introduction of a model code of conduct for local government employees, the Panel has authorised the Director of Central Services in consultation with the Chairman and a representative of the Employees Side to agree the content of the Council's response.

13. REQUESTS TO FILL VACANT POSTS

The Panel has considered the circumstances applicable to a number of vacancies across the Council's Directorates and has authorised the HR Manager to recruit to the following posts, together with any subsequent posts vacated as a result of internal promotion:-

- ◆ Auditor; and
- ◆ Environmental Health Officer.

In respect of the post of Head of Policy & Strategic Services, the Panel has agreed to defer consideration to a future meeting.

The following item was considered as confidential under paragraph 1 of Part 1 of Schedule 12A to the Local Government Act 1972 -

14. SICKNESS PAY

Having been apprised of the circumstances applicable to a member of staff on long term sick leave, the Panel has endorsed a decision taken by the appropriate Head of Service to grant an extension of full pay to Employee No. 01227 pending determination of an application for ill health retirement.

Subject to such decisions being reported to its next ensuing meeting, the Panel also has authorised the Director of Central Services after consultation with the Chairman of the Panel, to determine variations to the national terms and conditions for sickness pay where they cannot be determined by the Panel within the relevant timescale.

Mrs B E Boddington
Chairman