

	<b>AGENDA ITEM NO.</b>
<b>Report Cover Sheet</b>	
<b>Name of Meeting:</b>	Members Trade Unions Joint Panel
<b>Date of Meeting:</b>	8 <sup>th</sup> January 2008
<b>Report Title:</b>	Review of Building on Excellence redeployment process
<b>Summary of report:</b>	
<b>For further information please contact (report author);</b>	Karen Pearce 01926 456004 karen.pearce@warwickdc.gov
<b>Business Unit:</b>	Customer Information and Advice
<b>Would the recommended decision be contrary to the policy framework:</b>	No
<b>Would the recommended decision be contrary to the budgetary framework:</b>	No
<b>Wards of the District directly affected by this decision:</b>	N/A
<b>Key Decision?</b>	No
<b>Included within the Forward Plan?</b>	No (If Yes, include reference number)
<b>Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006</b>	No
<b>Date and name of meeting when issue was last considered and relevant minute number:</b>	Employment Committee 18 <sup>th</sup> September 2007 Executive 18 <sup>th</sup> September 2007 Members Trades Union Joint Panel 28 <sup>th</sup> November 2007
<b>Background Papers:</b>	Building on Excellence consultation documents

<b>Consultation Undertaken</b>		
Below is a table of the Council's regular consultees. However not all have to be consulted on every matter and if there was no obligation to consult with a specific consultee they will be marked as n/a.		
<b>Consultees</b>	<b>Yes/ No</b>	<b>Who</b>
Other Committees	n/a	
Ward Councillors	n/a	
Portfolio Holders	n/a	
Other Councillors	n/a	
Warwick District Council recognised Trades Unions		
Other Warwick District Council Service Areas	n/a	
Project partners	n/a	
Parish/Town Council	n/a	
Highways Authority	n/a	
Residents	n/a	
Citizens Panel	n/a	
Other consultees	n/a	
<b>Officer Approval</b>		
With regard to officer approval all reports must be approved by the report authors relevant director, Finance Services and Legal Services.		
<b>Officer Approval</b>	<b>Date</b>	<b>Name</b>
Relevant Director(s)		Karen Pearce
Chief Executive		Chris Elliott
CMT		
Section 151 Officer		
Legal		
Finance		
<b>Final Decision?</b>		No
<b>Suggested next steps (if not final decision please set out below)</b>		
The final decisions affecting individuals will be made by the Employment Committee on January 15 <sup>th</sup> and Executive on February 11 <sup>th</sup> 2008		

## **1. RECOMMENDATION(S)**

- 1.1 Members and Trades Unions review the redeployment process associated with Building on Excellence as agreed at the meeting of 28<sup>th</sup> November 2007 and make any comments on the process to the Employment Committee.

## **2. REASON(S) FOR THE RECOMMENDATION(S)**

- 2.1 At the meeting of the Members Trades Union Joint Consultative Panel in November it was agreed that a further report be submitted in January to consider the redeployment process.

## **3. ALTERNATIVE OPTIONS CONSIDERED**

- 3.1 There was not an alternative option as the Panel had requested the opportunity to review the process.

## **4. BUDGETARY FRAMEWORK**

- 4.1 There are no budgetary implications in the recommendations for this report; any changes required as a result of following the redeployment process will be reported to both the Employment Committee and Executive for decisions in January and February respectively.

## **5. POLICY FRAMEWORK**

- 5.1 The treatment of staff affected by decisions to restructure is governed by the Councils redeployment policy.

## **6. BACKGROUND**

- 6.1 The panel received a report updating them on the revised timetable for the recruitment to the Heads of Service posts identified under the Building on Excellence programme. The objective of this report is to provide an opportunity for discussion on the process of redeployment now the selection procedure has been completed.

- 6.2 The Building on Excellence proposals deleted twelve posts from the establishment and created eleven new posts of which five were new Heads of Service positions. All staff at risk were entitled to apply for the Heads of Service posts and were guaranteed an interview if they did apply. The applications for posts are listed below:

- |  |                  |
|--|------------------|
| • Head of Culture  | one applicant    |
| • Head of Engineering  | one applicant    |
| • Head of Organisational Development and Performance Improvement | one applicant    |
| • Head of Neighbourhood Services                                 | three applicants |
| • Head of Economic Development and Regeneration                  | one applicant    |

- 6.3 Appointments were made to all posts except for the Head of Economic Development and Regeneration as the applicant for this post was appointed to the Head of Neighbourhood Services

- 6.4 The interview panel for each post was the Chief Executive, the Community Resources Director and Acting Customer Information and Advice Director except for the interview for the Head of Organisational Development and Performance Improvement when an external panel member was used as the Acting Director was the applicant for the post. The use of three people on the interview panel was agreed with the trades unions following the Members Trades Union Panel meeting on 28<sup>th</sup> November.
- 6.5 The selection process involved a presentation on a topic given 45 minutes before the interview; the panel interview and a written exercise. The process was prepared by one of the Senior Personnel Officers and approved by the Chief Executive.
- 6.6 The timetable as presented to the meeting of this Panel on 28<sup>th</sup> November was adhered to except for an unavoidable delay in obtaining the results from Hay Consultants for the evaluations for the Heads of Service posts; all staff however were aware of the gradings of the posts before they applied for the positions
- 6.7 In relation to the non – heads of service posts, four people have been matched to posts that have been created, leaving four people who have not yet been matched to a new post. The outcome of the whole redeployment process will be reported to the Employment Committee on 15<sup>th</sup> January along with any comments that the Members Trades Union Panel wish to make.
- 6.8 Discussions will continue with the individuals who have not yet been matched to a post to ascertain whether there are any suitable alternatives available. If this is not the case then the report to the Employment Committee will recommend to the Executive that these individuals are redundant; the exact date that may take effect from would be the subject of discussion with the individuals as there may be a need for some continuing work to handover to the new structure. All people affected would be guaranteed a minimum of three months security of employment under the redeployment agreement.