

# EMPLOYMENT COMMITTEE

Minutes of the meeting held on Wednesday 4 February 2009 in the Town Hall, Royal Leamington Spa at 4.00pm.

**PRESENT:** Councillors Mrs Bunker, Caborn, Crowther, Doody, Gifford, Mrs Goode, Hammon, Kirton and Mrs Knight

Councillor Mrs Bunker substituted for Councillor Shilton, and Councillor Mrs Sawdon substituted for Councillor Coker.

## 771. APPOINTMENT OF CHAIRMAN

**RESOLVED** that Councillor Caborn be appointed to chair the meeting.

## 772. DECLARATIONS OF INTEREST

There were no declarations of interest.

## 773. PUBLIC AND PRESS

**RESOLVED** that under Section 100(a) of the Local Government Act 1972 the public and press be excluded from the meeting for the following items, by reason of a likely disclosure of exempt information within the paragraphs of Schedule 12(a) of the Local Government Act 1972 following the Local Government (Access to Information) (Variation) Order 2006, as set out below.

Minute No.	Para Nos.	Reason
774 & 775	1	Information relating to any individual

## 774. RETIREMENTS AND REDUNDANCIES

The Committee considered a report from the Chief Executive because as part of the budget setting process for 2009/10, it had become necessary to review staffing in all services within the Council.

As a result a number of posts had been identified as being redundant. The majority of those posts were vacant, however, two staff had been identified as being at risk of redundancy and would become part of the Council's redeployment process. Two members of staff had requested early retirement under the Council's early retirement scheme and the opportunity would be taken to review the services under their responsibility if approval was granted for their retirement. One post remained at risk of redundancy from the Building on Excellence proposals.

## **EMPLOYMENT COMMITTEE MINUTES (Continued)**

### **RESOLVED** that

- (1) the early retirement on the grounds of redundancy for the Head of Organisational Development and Performance Improvement with effect from 31 May 2009, be approved;
- (2) the early retirement on the grounds of redundancy of the Personnel and Training Administration Officer with effect from 30 September 2009, be approved;
- (3) the early retirement to the Head of Planning with effect from 30 June 2009, be approved;
- (4) the early retirement to the Head of ICT with effect from 31 May 2009, be approved;
- (5) the post of Assistant Chief Executive (Policy and Performance) be removed from the establishment from 31 May 2009;
- (6) the posts of Application Support Officer ICT, Technical Clerk Engineering and Administration Assistant be removed from the establishment from 1 April 2009;
- (7) the Chief Executive be congratulated for the progress made in implementing the staffing objectives contained in the Building on Excellence proposals; and
- (8) the staff affected by the proposals referred to in the report be thanked sincerely for their long service to the Council.

### **775. DEPUTY CHIEF EXECUTIVE AND SECTION 151 ROLE**

The Committee considered a report from the Chief Executive which sought approval for the assignment of the S151 duties from one of the Deputy Chief Executive posts to the Head of Finance post. This was in the light of the resignation of the current post holder who was responsible for the S151 duties. The two Deputy Chief Executive posts would become generic in nature.

At the end of January 2009, the current Deputy Chief Executive with the statutory Section 151 financial responsibilities had tendered her resignation. This offered an opportunity to assess whether the current disposition of roles and responsibilities remained appropriate in the context of a smaller Corporate Management Team (CMT).

Following discussion with a number of Officers and Councillors, the Council would benefit from the S151 role being assigned to the Head of Finance and as a consequence making both of the Deputy Chief Executive roles more generic. It was felt that this would give much more flexibility and capacity at CMT level

## **EMPLOYMENT COMMITTEE MINUTES (Continued)**

while offering a development opportunity to the Head of Finance. Discussions had been held with the Head of Finance who had indicated their willingness to take on the S151 duties, though arrangements would need to be made to ensure they had sufficient capacity.

### **RESOLVED** that

- (1) the statutory Section 151 duties be assigned to the Head of Finance from the Deputy Chief Executive to be effective upon the day following the leaving date of the current S151 post holder; and
- (2) the Deputy Chief Executive roles to become generic.

(The meeting ended at 4.40pm)