

EMPLOYMENT COMMITTEE

Minutes of the meeting held on Wednesday 9 March 2011 at the Town Hall, Royal Leamington Spa at 4.30pm.

PRESENT: Councillor Mrs Bunker (Chairman), Councillors; Barrott, Caborn, Coker, Michael Doody, Mrs Goode and Mrs Knight

26. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

27. **MINUTES**

The minutes of the meeting held on 4 January 2011 were taken as read and signed by the Chairmen as a correct record.

28. **MEMBERS INDUCTION PROGRAMME**

The Committee considered a report from Members' Services that set out the member development programme for the new Council following election in May 2011.

The draft programme had been produced in consultation with the Chief Executive and Deputy Chief Executive's along with the member Development Group and the responses from members on what they felt the training needs were for new Councillors.

In addition to the proposed induction programme support was also sought for the approach agreed by Group Leaders that after the election all Councillors should try and attend as many of the training sessions as possible to show a commitment to training and the one Council approach on learning and working together.

The Committee discussed the proposed induction programme and felt that there was a need for Group Meetings to be held on 9 May 2011 from 6.00pm to 7.00pm followed by the welcome event and on 11 May from 6.00pm with the Planning Committee training moving to 17 May. This would enable Groups to establish appointments to Committees ahead of Annual Council on 18 May 2011.

RESOLVED that

- (1) subject to the amendments detailed above the member induction programme be approved; and
- (2) all Councillors should attend as many of the training sessions as possible after the election to bring their knowledge and experiences to the training as well as set

EMPLOYMENT COMMITTEE MINUTES (Continued)

an example of good practice and the one Council approach to new Councillors.

29. PUBLIC AND PRESS

RESOLVED that under Section 100A of the Local Government Act 1972 that the public and press be excluded from the meeting for the following two items by reason of the likely disclosure of exempt information within paragraph 2 of Schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006.

30. SENIOR MANAGEMENT REVIEW

The Committee considered a report from the Deputy Chief Executive and Monitoring Officer that brought forward changes to the Council's staffing establishment.

This included providing for a new Head of Corporate and Community Services post to replace the current Head of Customer and Information Services post, the replacement of Budget and Improvement Manager post with a Programme Support officer post to support the delivery of the Council's Fit for the Future Change Programme. The report also set out consequential changes to line management reporting relationships.

RESOLVED that

- (1) post (T00100) Head of Customer & Information Services be deleted from the Council's establishment;
- (2) the position of Head of Corporate & Community Services be added to the Council's establishment;
- (3) the post (Y02300) Budget and Improvement Programme Manager be deleted from the Council's establishment on 31 March 2011;
- (4) the post (x99999) temporary programme support officer be added to the Council's establishment from 1 April 2011 to 31 October 2012;
- (5) the revised staffing structure as set out in the report, be approved; and
- (6) it be noted that the Improvement and Performance Manager and Human Resource

EMPLOYMENT COMMITTEE MINUTES (Continued)

Manager will from 1 April 2011 no longer sit on the Council's Senior Management Team.

(The meeting ended at 5.30 pm)