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The Chair and Members of Joint  
Cabinet and Employment & General  
Committee

29 March 2018

Dear Councillor,

Please attend a meeting of the JOINT CABINET AND EMPLOYMENT & GENERAL COMMITTEE to be held on TUESDAY, 10 APRIL 2018 at 10.00 am in Committee Room 1, Town Hall, the agenda for which is set out below.

AGENDA

Part 1(Public Information)

1. Declaration of Members' and Officers' Interests relating to items on the Agenda
2. Apologies for Absence
3. Minutes (Pages 3 - 6)
4. Exclusion of Public

To move "That under Regulation 21(1)(b) of the Local Authorities (Executive Arrangements)(Access to Information) (England) Regulations 2000, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in the following Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972."

Part 2 (Non-Public Information)

5. Amendment to the profile for recruitment of OSD Growth staffing and Operational Services Business Plan 2018/19 (Pages 7 - 24)

Yours sincerely,

A handwritten signature in black ink, appearing to be 'Randy', written in a cursive style.

Local Government and Regulatory Law Manager and Monitoring Officer

## **JOINT CABINET AND EMPLOYMENT & GENERAL COMMITTEE**

**Tuesday, 13th March, 2018**

Present:-

Councillor P Gilby (Chair)

Councillors Bagley  
Blank  
Burrows  
T Gilby  
Huckle

Councillors J Innes  
Ludlow  
Serjeant  
Simmons  
Wall

Non-Voting Members  
Catt  
Dickinson

\*Matters dealt with under the Delegation Scheme

**20** **DECLARATION OF MEMBERS' AND OFFICERS' INTERESTS  
RELATING TO ITEMS ON THE AGENDA**

No declarations of interest were received.

**21** **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Brunt, Davenport and A Diouf.

**22** **MINUTES**

**RESOLVED -**

That the Minutes of the meeting of the Joint Cabinet and Employment and General Committee of 20 February, 2018 be approved as a correct record and signed by the Chair.

**23 EXCLUSION OF PUBLIC****RESOLVED -**

That under Section 100(A)(4) of the Local Government Act 1972 the public be excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Act.

**24 ENVIRONMENTAL SERVICES SEASONAL STAFFING**

The Assistant Director – Commercial Services submitted a report seeking approval to appoint up to 6 additional seasonal staff as part of the Environmental Services establishment to cover horticultural works during the peak season of March - September.

Environmental Services underwent a restructure in November 2016 and it was highlighted that there were opportunities to operate the service on a more commercial basis through a reduction of external expenditure on sub-contractors and increasing the amount of income being generated.

The Arboriculture Service had been insourced during Autumn 2018 to reduce reliance on sub-contractors and to provide additional service capacity to operate on a commercial basis. The service had successfully won the tender for the Council's Garden Assistance Scheme and additional staff would be required from March – September to assist in the delivery of the scheme.

Environmental Services had been preparing for the new growing season and aimed to offer an improved service from the previous year. Improvements had been made through reviewing working practices, increased quality inspections and further involvement of Ward Members to improve accountability.

Additional seasonal staff would be required to provide the extra capacity required to operate the service in the peak summer growing period.

The report included details of the financial implications and noted that there would be sufficient budget available to fund the additional positions.

**\*RESOLVED –**

1. That up to 6 additional seasonal staff be added to the Environmental Services establishment to cover horticultural works during the peak season of March – September.
2. That the Assistant Director – Commercial Services be granted delegated authority to recruit to the positions and to further positions for the next three years.

**REASONS FOR DECISION**

1. To be able to properly resource the recently awarded works to for the Council's Garden Assistance Scheme.
2. To provide additional capacity to the service during a 'peak' time of service activity.

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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