

JOINT CABINET AND EMPLOYMENT & GENERAL COMMITTEE

Tuesday, 23rd October, 2018

Present:-

Councillor P Gilby (Chair)

Councillors	Bagley	Councillors	Huckle
	Blank		J Innes
	Brunt		Ludlow
	Burrows		Serjeant
	A Diouf		Simmons
	T Gilby		
Non-voting	Catt		
Members	Dickinson		

*Matters dealt with under the Delegation Scheme

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

No declarations of interest were received.

22 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Davenport and Wall.

23 **MINUTES**

RESOLVED –

That the Minutes of the meeting of the Joint Cabinet and Employment and General Committee on 2 October, 2018 be approved as a correct record and signed by the Chair.

24 **APPROVALS FOR ESTABLISHING NEW POSTS WITHIN EXISTING
BUDGETS**

The Executive Director submitted a report to inform the committee of the revised process for exercising current delegated powers in order to ensure the staffing establishment remains responsive.

Since December 2015 vacancy control measures had been put in place through an officer panel made up of an Executive Director, Human Resources (HR) Manager and Director of Finance and Resources. The panel made decisions in line with policy set by Cabinet.

This process had been effective in providing controls through a centralised decision making point whilst ensuring that finance and HR checks on affordability and policy compliance were taking place. The process had instilled important controls but could form a barrier to services being agile and responsive.

Currently when there was a requirement for additional staff the existing practice was for all requests to go through either the Employment and General Committee or the Joint Cabinet and Employment and General Committee for approval. This route was appropriate for any approvals requiring a net increase to budgets to maintain proper financial controls.

Where there was no net increase in operating budgets it was proposed to take decisions through a simpler route to allow managers to respond to opportunities with greater agility.

Part three of the Council's Constitution allowed for the Cabinet Member for Business Transformation 'to approve the creation of new posts needed for specific purposes' (BT080). This delegation would now be used to provide a more streamlined route for proposals for new posts subject to certain circumstances:-

- That the creation of a new post does not lead to a net increase in the budget required for the service;
- That the creation of a new post is not part of a wider review or restructure of a service;
- That the creation of a new post does not require changes to be made to terms and conditions;

- That all proposals for the creation of a new post within the existing Cabinet Member for Business Transformation delegation be considered by the Vacancy Control Panel first;
- That proposals which had been considered at the Vacancy Control Panel would also be able to demonstrate support from the appropriate Cabinet Member responsible for the service and that the recognised trade unions had been involved.

The report provided detail on the financial, HR and governance considerations.

***RESOLVED –**

That the processes that were being recommended to be put in place in order to support the Cabinet Member for Business Transformation's existing delegation for the creation of new posts be noted and endorsed.

REASONS FOR RECOMMEDATIONS

To inform the committee of changes put in place to ensure more effective decision making.

25 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.

26 MONITORING OF ASHFIELD DISTRICT COUNCIL SERVICES

The Assistant Director – Housing submitted a report seeking approval to establish an agreement to monitor Careline alarms and out of hours services on behalf of Ashfield District Council.

Ashfield District Council had carried out a review of the authority's careline provision and out of hours monitoring service; which had led to an approach being made to Chesterfield Borough Council (CBC) to take over the responsibility for the service.

It was proposed that the initial three year agreement would be based on quality and performance with the potential for two one year extensions.

A Service Level Agreement had been drafted and was attached at Appendix A of the officer's report. The Service Level Agreement included details regarding the transfer of staff from Ashfield District Council under TUPE Regulations.

The officer's report also detailed the requirement for an additional Administrative Assistant post along with the need to increase the contractual hours of a Careline Response Officer and to make a fixed term Careline Response Officer post permanent.

The report provided detail on the financial and HR implications of the proposed agreement.

***RESOLVED –**

1. That an agreement to monitor Careline alarms and out of hours services on behalf of Ashfield District Council for an initial fixed term of three years be established.
2. That the Assistant Director – Housing and the Property, Procurement and Contracts Law Manager, in consultation with the Cabinet Member for Homes and Customers, be granted delegated authority to negotiate the transfer of staff under TUPE Regulations to Chesterfield Borough Council.
3. That the effects of the agreement on the delivery of the Careline and Support Service be monitored.
4. That the proposal to establish an additional Administrative Assistant post and alter the job title to Careline Accounts and Administrative Officer be approved.
5. That the proposed increase in the contractual hours of one of the current Careline Response Officer's from 27 to 30 hours be approved.
6. That a current fixed term Careline Response Officer post be made permanent.

REASONS FOR RECOMMENDATIONS

To make progress towards achieving financial self-sufficiency for the Careline and Support Service.