



East
Northamptonshire
Council

Personnel Sub-Committee

Minutes of a meeting held on 22 December 2014 at East Northamptonshire House, Thrapston

Present: Councillors Roger Glithero JP (Chairman)
Wendy Brackenbury
Glenn Harwood MBE
Steven North

David Oliver	Chief Executive
Phil Grimley	Head of ICT Services
Mike Deacon	Head of Environmental Services
Aime Armstrong	Human Resources Manager
Paul Smith	Senior Democratic Services Officer

1.0 **MINUTES**

1.1 The minutes of the meeting held on 8 December 2014 were approved and signed by the Chairman.

2.0 **APOLOGIES FOR ABSENCE**

2.1 An apology for absence was received from Councillor Jeremy Taylor (Vice-Chairman)

3.0 **DECLARATIONS OF INTEREST**

3.1	Officer	Item	Nature of Interest	DPI	Other Interest
	David Oliver, Phil Grimley, Mike Deacon, Aime Armstrong and Paul Smith	Staff Benefits Policy – Approval to Consult	Members of Staff affected	Yes	

4.0 **QUESTIONS UNDER PROCEDURE RULE 10.3**

4.1 There were no questions submitted under Procedure Rule 10.3

5.0 STAFF BENEFITS POLICY – APPROVAL TO CONSULT

- 5.1 The Human Resources Manager presented a report providing an outline of the review of the staff benefits policy. As a recruitment and retention measure and following comparisons with other Authorities, the review proposed to increase base annual leave from 20 to 25 days, rising by one day for each year of service until reaching a maximum of 30 days. However, the ENC base annual leave of 20 days given in the report did not include the 4 statutory days which were used to cover the Christmas closure of the Council Offices, with any days unused for the Christmas closure period being transferred to annual leave entitlement. The base leave entitlement was therefore actually greater than 20 days.
- 5.2 The Sub-Committee considered that the comparative data presented needed clarification regarding the annual leave and statutory days entitlement to enable meaningful comparisons to be evaluated.

RESOLVED:

That consideration of the proposal be deferred and a further report be submitted to the next meeting of the Sub-Committee

6.0 EXCLUSION OF PUBLIC AND PRESS

RESOLVED:

That the public and press be excluded from the meeting during consideration of the following item of business because exempt information, as defined under paragraphs 1 and 4 of Part 1 of Schedule 12A of the Local Government Act 1972, may be disclosed.

7.0 ICT SERVICES RESOURCING

- 7.1 The Head of ICT Services presented a report which proposed a number of changes to the ICT Staffing structure to increase the overall resilience of the service to support the Council's activities.
- 7.2 There was particular focus on improving the level of support for the critical Revenues & Benefits service, as well as ensuring continuity of operation of the overall ICT Service Desk. The proposals would also make a significant financial saving in the first and future years.

RESOLVED:

- (i) That the establishment of an ICT Technical Officer be authorised.
- (ii) That recruitment to the Information Security and Governance Manager post be authorised.
- (iii) That the establishment of a permanent Service Desk Analyst role to replace one of the student placement positions.
- (iv) That the recruitment to the remaining Trainee Service Desk Analyst (student placement) post for 2015/16 be authorised..

(Reason: To provide an improved level of support for the Revenues & Benefits service, along with a significant financial saving in ICT costs).

8.0 PROPOSED PERMANENT CHANGE TO POST

- 8.1 The Head of Environmental Services submitted a report proposing to make permanent a change to the Housing Technical Officer role which had been operating on a temporary basis for some time.

RESOLVED:

That the permanent change of the post 02/032 Housing Technical Officer into a job share role, which has been operating on a temporary basis, be approved.

(Reason – To ensure council policies have been adhered to)

Chairman