



East  
Northamptonshire  
Council

## Personnel Sub-Committee

### Minutes of a meeting held on 23 March 2015 at 6.00pm, 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  
David Reed Head of Planning Services  
Aime Armstrong Human Resources Manager  
Kerri Branson Acting Building Control Manager  
James McLaughlin Democratic and Electoral Services Manager

#### 1.0 MINUTES

1.1 The minutes of the meeting held on 9 March 2015 were approved and signed by the Chairman.

#### 2.0 APOLOGIES FOR ABSENCE

2.1 An apology for absence was received from the Vice-Chairman, Councillor Jeremy Taylor.

#### 3.0 DECLARATIONS OF INTEREST

The following interests were declared in the items listed below:

3.1	Officer	Item	Nature of Interest	DPI	Other Interest
	Aime Armstrong	Secondment Opportunity	Intended to apply for the secondment opportunity		Yes

#### 4.0 QUESTIONS UNDER PROCEDURE RULE 10.3

4.1 There were no questions submitted under Procedure Rule 10.3

## **5.0 EXCLUSION OF PUBLIC AND PRESS**

### **RESOLVED:**

That the public and press be excluded from the meeting during consideration of the following items of business because exempt information, as defined under paragraphs 1, 2 and 4 of Part 1 of Schedule 12A of the Local Government Act 1972, may be disclosed.

## **6.0 ICT DATA CENTRE REVIEW PROJECT**

6.1 The Head of ICT Services submitted a report which sought permission to consult with staff who may be affected by the outcome of the ICT Data Centre Review Project, which had been approved by the Policy and Resources Committee on 16 February 2015 (minute 368 refers).

6.2 It was reported that any change to the current arrangements would inevitably impact on staff and, as the next meeting of the sub-committee was not scheduled to take place until mid-June, the request for permission to consult had been submitted to enable consultation at the earliest opportunity.

6.3 It was noted that a report outlining the options and conclusions reached in the review would be considered by the Policy and Resources Committee after the review had been completed and staff consulted.

### **RESOLVED:**

That consultation with affected employees be commenced at an appropriate point in the project.

*(Reason: To ensure that council policies and employment law have been adhered to.)*

## **7.0 RE-DESIGNATION OF POST – PLANNING SERVICES**

7.1 The Head of Planning Services submitted a report which sought approval of a change in grade for an employee within his service area following a job evaluation.

7.2 It was reported that the post holder had been operating effectively at a higher level for a number of years and it was considered fair to recognise the reality of the situation. It was noted that regrading would enable the Building Control Team's performance to be maintained.

### **RESOLVED:**

That, following the decision of the Job Evaluation Panel to re-grade the post to grade 4, approval be given to change the grade of the Building Control Technical Administrator accordingly from September 2013 and the post be designated as Building Control Technician.

## **8.0 SECONDMENT OPPORTUNITY**

*(Having declared an interest, Aime Armstrong left the meeting before the sub-committee considered this item.)*

- 8.1 The Chief Executive submitted a report which sought approval for the Head of Customer and Community Services to undertake a twelve-month secondment with Kettering Borough Council. The report also sought approval of proposals to cover the duties of that post.
- 8.2 The report explained the benefits of the secondment for the individual and the authority and set out the proposed redistribution of the Head of Customer and Community Services role, as well as proposed changes to line management and officer representation on groups and partnerships.
- 8.3 It was noted that all Middle Managers would be invited to apply for the secondment opportunity to the Interim Head of Customer and Community Services role and, following short-listing of the applicants, interviews would be held in late April 2015 with the involvement of members of the sub-committee.

### **RESOLVED:**

- (i) That the secondment of the Head of Customer and Community Services to Kettering Borough Council for twelve months be approved.
- (ii) That the proposed reallocation of duties currently undertaken by the Head of Customer and Community Services be approved.
- (iii) That the Leader of the Council and the Chairman of the Sub-Committee be involved in the interview process for the Interim Head of Customer and Community Services.

*(Reason – To ensure that the council has staff with the right knowledge and skills.)*

**Chairman**