



Personnel Sub-Committee

Minutes of a Meeting held on Monday 14 January 2019 at East Northamptonshire House, Thrapston

Present: Councillors: Roger Glithero JP (Chairman)
Tony Boto
Glenvil Greenwood-Smith
David Jenney

Officers: David Oliver Chief Executive
Sharn Matthews Executive Director
Michelle Drewery Head of Resources
Paul Bland Head of Planning Services
Robert Boscott Building Control Manager
Stella Jinks Interim Human Resources Manager

1.0 APOLOGIES FOR ABSENCE

1.1 Apologies for absence were received from Councillors Steven North, Sarah Peacock and John Farrar.

2.0 MINUTES

2.1 The minutes of the meeting of the Personnel Sub-Committee held on 26 November 2018 were approved and signed by the Chairman.

3.0 DECLARATIONS OF INTEREST

3.1 No declarations of interest were made.

4.0 QUESTIONS UNDER PROCEDURE RULE 10.3

4.1 There were no questions submitted under Procedure Rule 10.3.

5.0 EXCLUSION OF PRESS AND PUBLIC

RESOLVED:

That the public and press be excluded from the meeting during consideration of the following items of business in accordance with Section 100A of the Local Government Act 1972, because exempt information may be disclosed.

- Building Control Staff Structure Changes
- Housing Strategy Staff Structure Changes

6.0 BUILDING CONTROL STAFF STRUCTURE CHANGES

- 6.1 The Building Control Manager presented a report which provided the Committee with an update on the staff structure changes that were implemented in Building Control in 2016, and the further proposed changes to meet services demands and to assist with the successful implementation of joint working with the Borough Council of Wellingborough.

The report was not for publication under paragraph 1 of Part 1 of Schedule 12 A of the Local government Act 1972.

RESOLVED that:

- i. The recruitment of an additional, permanent full-time, Building Control Technician be approved;
- ii. The appointment of a Business Administration Apprentice be reviewed when the post becomes vacant; and
- iii. The potential career progression of the trainee Building Control Surveyor in August 2019 to a Building Control Surveyor on Grade 7 be approved, subject to the normal recruitment and selection procedures being adhered to.

(Reason: To maintain an effective and efficient Building Control service.)

7.0 URGENT ITEM

- 7.1 It was noted that the Chairman had agreed to receive an urgent exempt item in order to ensure capacity would be retained in a timely fashion following a recent resignation.

8.0 HOUSING STRATEGY STAFF STRUCTURE CHANGES

- 8.1 The Executive Director presented a report setting out a proposed change to the Housing Strategy Team structure, including the recruitment to a full-time, permanent Housing Strategy and Enabling Officer.

The report was not for publication under paragraph 1 of Part 1 of Schedule 12 A of the Local government Act 1972.

RESOLVED that:

- i. Following consultation with staff and Unison, delegated authority be given to the Executive Director to make the agreed changes to the Housing Strategy Team structure; and
- ii. The recruitment of a full-time, permanent Housing Strategy and Enabling Officer be approved.

(Reason: To maintain an effective and efficient Housing Strategy and Homelessness service.)

Chairman