



PERSONNEL COMMITTEE

2.00 PM - MONDAY, 22 FEBRUARY 2016

COMMITTEE ROOMS 1/2 - PORT TALBOT CIVIC CENTRE

PART 1

1. To receive any declarations of interest from Members.

Report of the Director of Social Services

2. Creation of a Caretaker post at Trem-y-mor Respite Centre
(Pages 5 - 10)

Report of the Head of Children and Young People Services

3. Proposal for the Creation of an In house advocate post in children and young people services (Pages 11 - 16)

Report of the Director of Education, Leisure and Lifelong Learning

4. Increasing the hours for Polish and Bengali Bilingual Teaching Assistants (Pages 17 - 24)

Report of the Head of Human Resources

5. Christmas and New Year Holiday Arrangements 2016/2017
(Pages 25 - 28)
6. Chief Executive and Chief Officer Pay 2016 - Update
(Pages 29 - 36)
7. Local Government Pay 2016 - Update (Pages 37 - 44)

8. Registration of School Learning Support Workers (*Pages 45 - 50*)
9. Head of Service Job Title (*Pages 51 - 52*)
10. Introduction of a Performance Appraisal Process (*Pages 53 - 98*)
11. Any urgent items (whether public or exempt) at the discretion of the Chairman pursuant to Section 100B (4) (b) of the Local Government Act 1972.
12. Access to Meetings - to resolve to exclude the public for the following items pursuant to Section 100A (4) and (5) of the Local Government Act 1972 and the relevant Exempt Paragraphs of Part 4 of Schedule 12A to the above Act.

PART 2

Private Report of the Director of Social Services, Health and Housing

13. Community Care Management Arrangements (*Pages 99 - 104*)

Private Report of the Head of Transformation

14. Management of Margam Country Park (*Pages 105 - 112*)

Private Report of Head of Human Resources

15. Holiday Payments and Overtime (*Pages 113 - 120*)

S.Phillips
Chief Executive

Civic Centre
Port Talbot

Tuesday, 16 February 2016

Committee Membership:

Chairperson: Councillor A.N.Woolcock

**Vice
Chairperson:** Councillor S.Jones

Members: Councillors Mrs.R.Davies, Mrs.J.Dudley,
Mrs.L.H.James, E.V.Latham, Ms.C.Morgans,
S.Rahaman, P.A.Rees, A.L.Thomas,
A.H.Thomas and Mrs.D.Jones

**Non Voting
Member:** Councillors M.L.James, Mrs.S.Miller,
P.D.Richards, J.Rogers and A.J.Taylor