

PERSONNEL COMMITTEE

(Committee Rooms 1/2 - Port Talbot Civic Centre)

Members Present:

24 July, 2017

Chairperson: Councillor D.Jones

Vice Chairperson: Councillor S.Paddison

Councillors: E.V.Latham, S.Miller, S.Bamsey, N.T.Hunt,
S.Renkes and A.J.Taylor

Non Voting Member: Councillors A.R.Lockyer and D.W.Davies

Officers In Attendance: N. Jarman, Mrs.S.Rees, D.Hopkins, Greenow,
D.Berni, A.Thomas, H.Lervy, J.Duggan and
G. Pascoe

1. **PROPOSAL TO CREATE TWO LOCAL AREA COORDINATORS**

Members were asked to approve the creation of a further two permanent Local Area Coordinator posts (Grade 8).

RESOLVED: that the two permanent Local Area Coordinator posts, be approved in the following areas:-

- (i) Post 1 - Glynneath, Onllwyn, Seven Sisters, Crynant and Blaengwrach
- (ii) Post 2 - Bryn, Cwmavon and Port Talbot

2. **PROPOSAL TO CREATE AN ADDITIONAL SUPERVISING SOCIAL WORKER IN THE FOSTERING SERVICE**

Members received an overview of the circulated report and were asked to approve changes to the current establishment of the Fostering Service by creating an additional Supervising Social Worker post within the team structure.

RESOLVED: that the supervising Social Worker post, be approved.

3. **PROPOSAL TO MAKE CHANGE TO THE STAFFING STRUCTURE OF PENDARVIS CONTACT CENTRE**

Members were asked to approve the deletion of the Deputy Co-ordinator post (Grade 6) from the establishment of Pendarvis Contact Centre and to uplift one Contact Worker post from a Grade 4 to a Grade 5 post from within the existing establishment, creating a new Senior Contact Worker post.

RESOLVED: that the deletion of the Deputy Co-ordinator post from Pendarvis Contact Centre and creation of Senior Contact Worker post be approved.

4. **SAFEGUARDING AND QUALITY TEAM STAFFING STRUCTURE**

Members were asked to approve the amendment to the permanent staffing structure of the Safeguarding and Quality Team, as detailed in the circulated report.

RESOLVED: That approval be granted for the staffing structure as shown below:-

- i) that 1 x 37 hour Deputy Team Manager (Grade 10) post in the newly established Quality and Review Team be created;
- ii) to transfer 2 x 37 hour Community Social Workers(Grade 8/9); and 6x 37 hour Quality and Reviewing Officers (grade 5) from the Safeguarding Team into the newly established Quality and Reviewing Team that will be line managed by the Team Manager – Conference and Review Service, within Children and Young People Services;
- iii) to create 2 x 37 hour Safeguarding Coordinator Posts (Grade 9) and also amend the title of the existing permanent Deputy

POVA Coordinator post to Safeguarding Coordinator within the Safeguarding Team;

- iv) to create 2 x 37 hour Community Social Workers (Grade 8/9) within the Safeguarding Team.

5. **REVIEW OF HOMECARE SERVICE MANAGEMENT STRUCTURE**

Members were asked to approve the consolidation of the management structure within the Homecare Service, as detailed in the circulated report.

RESOLVED: that the amendment to the Homecare Services, be approved as follows:-

- (i) all temporary posts to be made permanent;
- (ii) the creation of one additional Supervisor post;
- (iii) to delete one Community Care Programmer post;
- (iv) to remove the operation of the flexi time scheme for Supervisors.

6. **INCLUSION SERVICE STAFFING STRUCTURE**

Members were requested to approve changes to the Inclusion Service staffing structure, as shown within the circulated report.

RESOLVED: that approval be granted for the changes to the Inclusion Service staffing structure, as detailed below:-

- (i) to create one 37 hours post of Statementing and Process Officer Grade 9;
- (ii) to create one 37 hour post of School Based Counsellor within the Educational Psychology Service (EPS) and School Base Counselling Service (SBC) Soulbury Scale 31-35;

- (iii) to create the post of 37 hours Support for Learning (SfL) manager Soulbury Scale 11-13 and Deputy Manager SfL on Teachers Pay and Conditions;
- (iv) to create 3 x 37 hour posts of specialist Teaching Assistant for those with autistic spectrum disorder (ASD) Level 4;
- (v) to create 1 x 37 hour post of Wellbeing Practitioner for therapeutic interventions, Grade 9;
- (vi) to create 2 x 37 hour specialist Teaching Assistants for social, emotional and behavioural difficulties (SEBD) Level 4;
- (vii) to consolidate 2 x temporary Teacher Development Officer (TDO) posts (currently 0.2 and 0.6) to one 0.8 FTE TDO post;
- (viii) to delete the post of Teacher Development Officer (TDO) Learning Difficulties (currently teachers pay and terms and conditions);
- (ix) to delete the post of Advisory Teacher for Hearing Impairment (HI) (currently teachers pay and terms and conditions);
- (x) to delete the 37 hour post of Level 3 Teaching Assistant Learning Difficulties (LD);
- (xi) to delete the 37 hour temporary Teaching Assistant Level 3 post, autistic spectrum disorder (ASD).
- (xii)

7. **ACCESS TO MEETINGS**

RESOLVED: that pursuant to Section 100A(4) and (5) of the Local Government Act 1972, the public be excluded for the following items of business which involved the likely disclosure of exempt information as defined in Paragraph 12 and 15 of Part 4 of Schedule 12A to the above Act.

8. REDESIGN OF MANAGEMENT ARRANGEMENTS

Members were asked to approve the redesign proposals for the Social Services, Health and Housing Directorate Senior Management Team, as detailed in the circulated report.

RESOLVED: that approval be granted for the re-design of the Senior Management Structure, as detailed below;

- (i) that the Head of Children and Young People's Services be re-designated Head of Social Work Services;
- (ii) that the Head of Commissioning and Support Services be re-designated Head of Commissioning Support and Direct Services;
- (iii) to extend honorarium payment arrangements (£666 per calendar month) in respect of the Head of Social Work Services, subject to approval by the Independent Remuneration Panel for Wales (meeting on 19 July 2017) the outcome of which would be reported to Committee. These arrangements to be extended to 31 December 2017 pending a substantive review of Directorate senior team pay arrangements;
- (iv) to realign reporting arrangements for the Principal Officer Integrated Community Services (Health), Principal Officer Integrated Services and the Principal Officer Mental Health and Community Drug and Alcohol Team under the Head of Social Work Services;
- (v) that the Principal Officer Housing Adaptations and Renewal be re-designated Principal Officer Housing and Homelessness Services;
- (vi) that the Principal Officer Commissioning be re-designated Principal Officer Commissioning and Supporting People Services;

- (vii) to create a Principal Officer Business and Performance Management Grade 12 (JE ID 3742);
- (viii) to create a Principal Officer Governance and Policy Support Grade 12 (JE ID 3742);
- (ix) to create a Commissioning Officer – Housing Strategy Grade 11 (scp 43-46A)
- (x) to create a Principal Officer Direct Services and Direct Payments Grade 13 (subject to Job Evaluation);
- (xi) to delete the Head of Adult Services Post;
- (xii) to delete the Principal Officer – Homelessness and Housing Options Grade 13 (scp 49-52);
- (xiii) to delete the Principal Officer – Housing Strategy Grade 12 (scp 46-49);
- (xiv) to delete the Business Strategy Manager x 2 Grade 11 (scp 43-46A).

CHAIRPERSON