



## ***PERSONNEL COMMITTEE***

***2.00 PM - MONDAY, 25 JUNE 2018***

***COMMITTEE ROOMS 1/2 - PORT TALBOT CIVIC CENTRE***

### **PART 1**

1. Declarations of Interest
2. Minutes of Previous Meeting

### **Report of the Assistant Chief Executive and Chief Digital Officer**

3. Proposal to amend Staffing Structure - Corporate Strategy Team  
(Pages 5 - 18)

### **Report of the Head of Participation**

4. Revised Staffing Structure - Education, Leisure and Lifelong Learning (Pages 19 - 28)

### **Joint Report of the Head of Engineering & Transport and Head of Streetcare**

5. New Posts for undertaking new Statutory Duties as a Sustainable Drainage Authorising Body (SAB) (Pages 29 - 36)

### **Report of the Head of Property and Regeneration**

6. Reinstatement of Tourism Unit within the Regeneration and Economic Development Team (Pages 37 - 46)
7. Proposed re-structure of the European and Strategic Funding Unit and Regeneration and Economic Development Unit (Joint Report)

*(Pages 47 - 56)*

### **Report of the Head of Financial Services**

8. Shared Cost Additional Voluntary Contribution Scheme Implementation *(Pages 57 - 60)*

### **Report of the Head of Legal Services**

9. Staffing Arrangements - Creation of Senior Procurement Officer *(Pages 61 - 74)*

### **Report of the Head of ICT**

10. Creation of Posts to address the Councils obligations under GDPR Legislation *(Pages 75 - 80)*

### **Report of the Head of HR**

11. Workforceplan *(Pages 81 - 108)*
12. Pay Update *(Pages 109 - 110)*
13. Creation of Part-time Mental Health Nurse *(Pages 111 - 118)*
14. Travel and Subsistence Policy *(Pages 119 - 122)*
15. Meal Charges in Residential Accommodation *(Pages 123 - 126)*
16. Urgent Items  
Any urgent items at the discretion of the Chairperson pursuant to Section 100B(4)(b) of the Local Government Act 1972.
17. Access to Meetings  
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 of the above Act.

## **PART 2**

### **Private Report of the Head of Participation**

18. Proposed Restructure (*Pages 127 - 138*)
19. Changes to Structure of Participation Management (*Pages 139 - 154*)
20. Access Managed Services (*Pages 155 - 164*)
21. Think Families (*Pages 165 - 174*)

**Head of Transformation**

22. Well Being Manager (*Pages 175 - 182*)

**Report of the Head of HR**

23. Voluntary Redundancy Scheme Update (*Pages 183 - 220*)

**S.Phillips**  
**Chief Executive**

**Civic Centre**  
**Port Talbot**

**Tuesday, 19 June 2018**

**Committee Membership:**

**Chairperson:**      **Councillor D.Jones**

**Vice**  
**Chairperson:**      **Councillor S.Paddison**

**Members:**      Councillors S.Bamsey, D.Cawsey, J.Hale,  
N.T.Hunt, R.G.Jones, S.A.Knoyle, E.V.Latham,  
S.Miller, S.Renkes and A.J.Taylor

**Non Voting**  
**Member:**      Councillors C.Clement-Williams, D.W.Davies,  
A.R.Lockyer, P.A.Rees, P.D.Richards and  
A.Wingrave