

PERSONNEL COMMITTEE

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

Members Present:

3 September, 2018

Chairperson: Councillor D.Jones

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

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

**Officers in
Attendance:** D.Hopkins, C.Millis, C.Lewis, H.Lervy, C.Jones,
Z. Ashton and N.Headon

1. **Declarations of Interest**

The following Members made a declaration of interest at the commencement of the meeting:

Councillor D. Jones Re: Report of the Head of Planning and Public Protection on the creation of part-time post, Craig Gwlandus Project Manager, as part of her community fund has been allocated to the project.

Councillor A. Wingrave Re: Report of the Head of Planning and Public Protection on the creation of part-time post, Craig Gwlandus Project Manager, as part of her community fund has been allocated to the project.

2. **Restructure of the Financial Services Division**

Members were asked to approve the deletion of the post of Chief Accountant (Capital and Corporate) within the Finance and Corporate Services Directorate and to make further staffing adjustments as required throughout the Division.

- RESOLVED:** that approval be granted for the following:
- That the post of Chief Accountant (Capital and Corporate) be deleted from the structure.
 - That the Director of Finance and Corporate Services be granted delegated power to consult and make subsequent staffing adjustments within the Finance Division.
 - To receive a subsequent report setting out the agreed changes and structure.

3. **Changes to the Structure of Communities for Work Plus Service within the Education, Leisure and Lifelong Learning Directorate**

Members were asked to approve the creation of two new posts within the Communities for Work Plus Service within the Education, Leisure and Lifelong Learning Directorate, as detailed in the circulated report.

- RESOLVED:** that the creation two posts in the Communities for Work Plus Service, within the Education, Leisure and Lifelong Learning Directorate, be approved, as follows:
- 1 x Legacy Community Counsellor Grade 8 (37 hours)
 - 1 x Digital Inclusion Ambassador Grade 7 (30 hours)

4. **Changes to the Structure of the Support for Inclusion Service, Education Leisure and Lifelong Learning Directorate**

Members were asked to approve the creation of an Early Years Additional Learning Needs Development Officer post, within the

Support for Inclusion Service, Education Leisure and Lifelong Learning Directorate, as detailed in the circulated report.

RESOLVED: that the creation of 1x Early Years Additional Learning Needs Development Officer post (37 hours), Soulbury (SCP 5-7), within the Support for Inclusion Service, Education Leisure and Lifelong Learning Directorate, be approved.

5. **Foundation Apprentices - Lighting and Building Services**

Members were asked to approve the creation of two Foundation Apprentice posts within Lighting and Building Services, Streetcare Services Division, Environment Directorate, as follows:-

RESOLVED: that the creation of two Foundation Apprentice posts within Lighting and Building Services of the Streetcare Services Division, Environment Directorate, be approved, as follows:

- 1 x Foundation Apprentice Electrician
- 1 x Foundation Apprentice Painter and Decorator

6. **Creation of a Part-time post - Craig Gwladus Project Manager**

Members were asked to approve the creation of a temporary, part-time Craig Gwladus Project Manager post at Grade 8, 0.5 FTE, based within the Countryside and Wildlife Team, Planning and Public Protection, as detailed in the circulated report.

RESOLVED: that the creation of a temporary, part-time Craig Gwladus Project Manager post at Grade 8, 0.5 FTE, based within the Countryside and Wildlife Team, Planning and Public Protection, be approved.

7. **Equalities Employment Information 2017/2018**

Members were asked to approve the publication of equalities employment information for the year 2017-2018, prior to its publication on the Council's website, and the employment-related equality objectives, as detailed in the circulated report.

RESOLVED: that the publication of equalities employment information for the year 2017-2018, prior to its publication on the Council's website, and the employment-related equality objectives, be approved.

8. **Revised Social Media Policy**

Members were asked to approve a revised Social Media Policy, as detailed in the circulated report.

RESOLVED: that the revised Social Media Policy, as detailed in the circulated report, be approved.

9. **HR Support to Schools Budget Setting Process and Strategic Schools Improvement Programme Spring 2018**

Members were provided with details of the HR support provided to schools facing financial difficulties as a result of budget pressures, following receipt of their budgets in March 2018. Also, to provide members with details of the HR support provided to schools affected by the Strategic School Improvement Programme (SSIP).

RESOLVED: that the report be noted.

10. **Soulbury Committee Pay Update 2018/2019**

Members were updated on the national pay negotiations for the Soulbury Committee.

RESOLVED: that the report be noted.

11. **JNC for Community Workers Pay Update 2018/2019**

Members were updated on national pay negotiations for JNC and Youth and Community Workers.

RESOLVED: that the report be noted.

12. **Urgent Items**

Because of the need to deal now with the matter contained in Minute Number 13 below, the Chairperson agreed that this could be raised at today's meeting as an Urgent Item pursuant to Section 100B (4) (b) of the Local government Act 1972.

Reason:

Due to the time element.

13. **Urgent Report of the Head of Streetcare - Sustainable Drainage Authorising Body**

Members were asked to approve an endorsement of amendment to correct a post grading error to the previously agreed staffing arrangements in respect of meeting the new statutory duty of Sustainable Drainage Authorising Body, as detailed in the circulated report.

RESOLVED: that the amendment to correct a post grading error to the previously agreed staffing arrangements in respect of meeting the new statutory duty of Sustainable Drainage Authorising Body, be approved.

14. **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.

15. **Changes to the Staffing Structure of the Think Family Partnership Service, within the Education, Leisure and Lifelong Learning Directorate**

Members were asked to approve the amended structure of the Think Family Partnership Structure, as detailed in the circulated report.

RESOLVED: that the amended structure of the Think Family Partnership Structure, as detailed in the circulated report, be approved.

CHAIRPERSON