

PERSONNEL COMMITTEE

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

Members Present:

25 February, 2019

Chairperson: Councillor D.Jones

Vice Chairperson: Councillor S.Paddison

Councillors: D.Cawsey, N.T.Hunt and E.V.Latham

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

Officers in Attendance: S.Rees, C.Millis, D.Hopkins, S.Cook, D.Berni, Z.Ashton-Thomas and N.Headon

1. **DECLARATIONS OF INTEREST**

The following Members made declarations of interest at the commencement of the Meeting:

Councillor S.Paddison Re: Report of the Head of Human Resources and the Head of Engineering and Transport on Agenda Item 4, Staff and Member Car Parking Scheme, as she is a member of the Parking Scheme.

Councillor D.Jones Re: Report of the Head of Human Resources and the Head of Engineering and Transport on Agenda Item 4, Staff and Member Car Parking Scheme, as she is a member of the Parking Scheme.

Councillor C.Clement-Williams Re: Report of the Head of Human Resources and the Head of Engineering and Transport on Agenda Item 4, Staff and Member Car Parking Scheme, as she is a member of the Parking Scheme.

- Councillor A. Lockyear Re: Report of the Head of Human Resources and the Head of Engineering and Transport on Agenda Item 4, Staff and Member Car Parking Scheme, as he is a member of the Parking Scheme.
- Councillor P.A.Rees Re: Report of the Head of Human Resources and the Head of Engineering and Transport on Agenda Item 4, Staff and Member Car Parking Scheme, as he is a member of the Parking Scheme.
- Councillor D.Cawsey Re: Report of the Head of Human Resources and the Head of Engineering and Transport on the Staff and Member Car Parking Scheme, as he is a member of the Parking Scheme.
- Councillor P.D.Richards Re: Report of the Head of Human Resources and the Head of Engineering and Transport, Agenda Item 4, on the Staff and Member Car Parking Scheme, as he is a member of the Parking Scheme.
- Councillor E.V.Latham Re: Report of the Head of Human Resources and the Head of Engineering and Transport, Agenda Item 4, on the Staff and Member Car Parking Scheme, as he is a member of the Parking Scheme.

2. **REVIEW OF THE MANAGEMENT CAPACITY IN THE LOOKED AFTER CHILDREN'S TEAM**

Members were asked to approve the amendment to the structure of the Looked After Children's Team in order to increase the management capacity by deleting a Social Worker (Grade 9) post and creating a Deputy Manager (Grade 10) post.

RESOLVED: that the deletion of a Social Worker (Grade 9) post and creation of a Deputy Manager (Grade 10) post, within the Looked After Children's Team, be approved.

3. **CHANGES TO THE STRUCTURE OF THE SUPPORT FOR INCLUSION SERVICE, EDUCATION LEISURE AND LIFELONG LEARNING DIRECTORATE**

Members were asked to approve the changes to the staffing structure of the Support for Inclusion Service by creating three full-time Educational Psychologist posts (37 hours), salary scale Solbury A (1-6).

RESOLVED: that the creation of three full-time Educational Psychologist posts (37 hours) on salary scale Solbury A (1-6), be approved.

4. **STAFF PARKING REVIEW**

Members were asked to approve the amendment of Staff and Members Car Parking Scheme to increase the fees paid by employees/Members by £3.00 per month for full-time employees and £1.50 per month for part-time employees/Members.

RESOLVED: that the increase of staff and Members Car Parking Scheme fees paid by employees/Members increase by £3.00 per month for full-time employees and increase by £1.50 per month for part-time employees/Members, be approved.

5. **PAY POLICY STATEMENT 2019 / 2020**

Members were updated on the Pay Policy Statement for 2019/2020, which will be presented to Council on 27 February, 2019.

RESOLVED: that the report be noted.

6. **CHRISTMAS AND NEW YEAR HOLIDAY ARRANGEMENTS 2019/2020**

Members were asked to approve the opening / closing arrangements for the main Civic Offices during the Christmas and New Year Holiday period for 2019/2020, as detailed in the circulated report.

RESOLVED: that the opening/closing arrangements for the main Civic Offices during Christmas and New Year Holiday for the period of 2019/202, be approved.

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. **REVIEW OF SCHOOL CATERING SERVICE**

Members were asked to approve the implementation of amendments to the School Catering Service, as detailed in the private circulated report.

RESOLVED: that the implementation of amendments to the School Catering Service, as detailed in the private circulated report, be approved.

The Head of Participation thanked Human Resources, Finance Department and Catering Staff for their help.

CHAIRPERSON