

## **Personnel Committee**

### **Minutes of the meeting held on 21 October 2009**

**Present:** Councillor Priest - In the Chair.  
Councillors Amesbury, Andrews, Ashley, Cowell, Evans, Grant, S. Murphy, S. Newman, Ramsbottom, Shannon, Smith, Stevens and Wheale.

#### **PER/09/25            Minutes**

##### **Decision**

To approve as a correct record the Minutes of the meeting held on 22 July 2009.

#### **PER/09/26            Review of Management Structure of Performance Division, Chief Executives Department**

A report was submitted outlining proposals to review senior management arrangements under the Deputy Chief Executive (Performance) to develop fit for purpose structures that drive service improvements and create sufficient skills and capacity to deliver national and local priorities.

##### **Decision**

1. To note and endorse the cost neutral proposals of the Deputy Chief Executive (Performance) for restructuring the Performance Division in order that it can more effectively support the delivery of key Council objectives within existing budget allocations.
2. To approve the disestablishment of the post of Head of Corporate Performance and transfer residual responsibilities to redesignated posts of Head of Organisational Improvement and Planning and Head of Partnerships and Performance.
3. To approve the regrade of the post of Head of Crime and Disorder based on the evidence of market forces from £68,802 to a salary of £75,000, rising to £80,000 after a period of two years.
4. To approve the redesignation and regrade of the Head of Youth Interventions Service from £57,330 to the Head of Youth Crime and Offender Management, and increase the salary of the post to £60,000.

5. To grant delegated authority to the Deputy Chief Executive (Performance) acting in consultation with the Head of Corporate Personnel to develop detailed job descriptions where necessary and to effect revised structures and job evaluate new and changed posts for services below these roles.

### **PER/09/27          Senior Management Arrangements: City Centre Regeneration Team**

A report was submitted setting out proposals for the reorganisation of the City Centre Regeneration Team to strengthen existing management arrangements, and to reflect current workload and responsibilities.

#### **Decision**

1. To approve a salary increase for the Policy Development Manager from £51,375 per annum to £55,000 in recognition of the additional duties and responsibilities set out in this report.
2. To note the transfer of the Planning Development Manager from the City Centre Regeneration Team to the line management of the Head of Planning, whilst remaining responsible for major planning development issues within the city centre.
3. To grant delegated authority to the Chief Executive, acting in consultation with the head of Corporate Personnel, to take all the necessary actions to give practical effect to the arrangements set out in this report.

### **PER/09/28          City Solicitor's Division**

A report was submitted reviewing the management arrangements for the Statutory Services and Democratic Services Units of the City Solicitor's Division.

#### **Decision**

1. To approve the disestablishment of the posts of Head of Democratic Services (Grade 10 + 15%: £44,790 - £47,841) and Head of Statutory Services (£58,674) and the establishment of a new post of Head of Democratic and Statutory Services at a salary of £63,500 with the responsibilities set out in the report.
2. To assimilate the current Head of Democratic Services to the new post of Head of Democratic and Statutory Services.

3. To amend the salary of the Assistant City Solicitor/Deputy Monitoring Officer to £63,500 to reflect the additional duties and responsibilities currently being undertaken by the postholder.
4. To grant delegated authority to the City Solicitor, acting in consultation with the Head of Corporate Personnel, to develop appropriate job descriptions for the posts of Head of Democratic and Statutory Services and Assistant City Solicitor/Deputy Monitoring Officer.