

Personnel Committee

Minutes of the meeting held on 14 September 2016

Present

Councillor Flanagan- In the Chair

Councillors Andrews, Battle, Bridges, N Murphy, S Newman, Priest and Rahman.

Apologies

Councillor, Leese and S Murphy

PE/16/22 Minutes

Decision

To agree the minutes of the meetings of 28 July 2016 and 4 August 2016 as correct records.

PE/16/23 Capital Programmes and Procurement (Senior Management Arrangements)

The Committee considered a report of the chief Executive and the City Treasurer which discussed proposals to draw together Capital Programmes and Procurement and establish new senior management arrangements to lead and deliver the significant work programme.

The proposals had been developed following a review of existing arrangements to provide the leadership capacity, skills and organisational scope required for the delivery of the Capital Programme and Procurement activities. The report asserted that the arrangements would ensure high quality services and maintain the strategic focus of the service ensuring the outcomes are aligned with those of the Council. Recruitment to the new posts would progress immediately, given the specialist nature of the roles and based on there being no internal matches the roles will be advertised internally and externally.

Decision

1. To note that existing senior management arrangements for the Capital Programme Delivery will be disestablished.
2. To note that Capital Programme and Procurement functions will come together as agreed at Personnel Committee on 1 June 2016 and to agree the establishment of one single leadership post of Director of Capital Programme at salary of circa £95, 000 reporting directly to the City Treasurer.
3. To agree the establishment of three new senior roles of Head of Major Capital Programme, at a salary of £65,000, Head of Minor Capital

Programme at a annual salary of £65, 000 and the Head of Programme Management Office at an annual salary of £65, 000, all reporting to the Director of Capital Programme.

4. To note the intention to engage in a strategic partnership arrangement to support Capital Programmes to deliver best in class, effective programme delivery methodology, innovation, progression and capacity to all aspects of the service.
5. To provide delegated authority to the City Treasurer, in consultation with the relevant Executive Member(s), to develop and implement changes at Grade 12 and below within Capital Programmes & Procurement.
6. To re designate the existing post of Head of Client Relationships to the Head of Estates within the Strategic Development Directorate reporting to the Assistant Chief Executive (Growth). This change reflects the separation of the Property and Corporate Landlord function from Capital Programmes and the responsibilities of the role.
7. To note that roles proposed within this report will be subject to the new senior Job Evaluation approach which is being developed.