

Personnel Committee

Minutes of the meeting held on 13 September 2017

Present

Councillor Flanagan - In the Chair

Councillors Bridges, Craig, Dar, N Murphy, S Murphy, S Newman, B Priest, Rahman and Stogia

Also Present

Councillor Leech

PE/17/21 Minutes

Decision

To agree the minutes of the meeting of 26 July 2017 as a correct record.

PE/17/21 Internet and Email Policy

A report submitted by the Head of Human Resources and Organisational Development presented for adoption an updated Internet and Email policy. This policy document had been revised to take account of the introduction of Google's G Suite across the Council. The revised document also set out proposals for a policy on employees' use of own ICT equipment to access Council systems. A copy of the revised policy was appended to the report.

Decisions

1. To approve the adoption of the revised Internet and Email Policy.
2. To note the comments submitted by the Unite Trade Union.

PE/17/22 Employer Supported Volunteering Policy

A report submitted by the Head of Human Resources and Organisational Development presented for adoption a revised Employer Supported Volunteering Policy. The revised policy set out proposals to promote volunteering across the workforce in support of the People Strategy commitment to provide more opportunities to connect the workforce to the life of the City. A copy of the revised policy was appended to the report.

The current policy had been agreed in 2002 (Minute PER/02/31). The revised policy would provide employees with three days paid leave each year to be used to undertake volunteering activities which contribute to their personal development and the objectives of the Council.

The revised policy also set out and confirmed the Council's commitment in relation to public service volunteering more broadly as well as addressing volunteers working within the Council.

Decisions

1. To approve the introduction of the Employer Supported Volunteering Policy
2. To note the comments submitted by the Unite Trade Union.

PE/17/23 ICT Market Supplement Extensions

A report submitted by the Chief Information Officer proposed the extension of the market supplements for the existing roles of Head of Enterprise Architect, Head of Delivery and Test, and Head of Service Operations. It was anticipated that this uplift would only be required for a further two years as the transformation programme across ICT will have progressed to such a point that the responsibilities of the team no longer require the increased salary. However, this position would be reviewed in 2019 as required by the market supplement policy.

Decisions

1. To approve a two year extension of a market supplement, at a cost of £17,820 per annum for a maximum of two years, for the three roles listed below noting that over the two year period any salary increases as a result of pay awards will result in a reduction to the market supplement as outlined within the Market Rate Policy:

Head of Enterprise Architecture, Band SS3, £83,830 (plus market rate £6,170)
Head of Delivery and Test, Band SS3, £74,175 (plus market rate £5,825)
Head of Service Operations, Band SS3, £74,175 (plus market rate £5,825)
2. To note that in March 2019 these market rate supplements will be jointly reviewed by the Chief Information Officer and the Director of HROD, to consider if a further extension should be put forward.
3. To note the comments submitted by the Unite Trade Union.

PE/17/24 Adult Social Care Leadership Team

A report submitted by the Executive Director Strategic Commissioning presented proposals for revised arrangements for the Adults Senior Management Team. The report explained that these revised proposals took account of the broad executive remit of the Executive Director Strategic Commissioning and would support the provision of capacity to drive reform, improve performance and quality and support the pace of city-wide integrated health and social care provision.

Councillor Leech addressed the meeting and commented that the report did not make clear the cost to the Council of the proposed changes. The Committee agreed that the costs of changes and restructures must be clearly set out in future reports. He also drew the Committee's attention to a justification for the changes being a perceived lack of capacity to ensure the services transitioning were fit for purpose in terms of meeting legislative requirements, being able to demonstrate value for money and with the right culture in place to meet fully the ambitions of Our Manchester. He sought information on how the current arrangements were not considered adequate.

Decisions

1. To recommend to Council the establishment of a new role, Director of Adult Services (Grade SS4).
2. To approve the establishment of a subcommittee to act as an appointment panel for the Director of Adult Services role as it is a Deputy Statutory Chief Officer post and to appoint Councillors Craig, Flanagan, S Murphy, S Newman, and B Priest to that subcommittee.
3. To approve the re-designation of the role of Head of Adult Social Care to Head of Service (Urgent Care, Workforce Development and Practice) remaining at SS3 (£74,174 - £83,830).
4. To approve the establishment of a new role Head of Service (Safeguarding, Quality and Performance) at Grade SS3 (£74,175 - £83,830).

PE/17/25 Senior Management Arrangements: Growth and Neighbourhoods and the Corporate Core

A report submitted jointly by the Deputy Chief Executive and City Treasurer presented proposals for revised arrangements for the senior management positions across Growth and Neighbourhoods and the Corporate Core, to provide additional support in the development and delivery of key Council priorities.

Councillor Leech addressed the meeting and commented that again the report did not make clear the cost to the Council of the proposed changes. He also sought clarification on the rationale for the new structure in the Neighbourhood Service with the post of Strategic Lead (Neighbourhoods) working alongside the three Strategic Leads with geographic responsibilities.

Decisions

1. To agree in-principle a market rate supplement of up to £25k for the post of Director of Capital Programmes. In line with the Council's Pay Policy Statement, the figure will be subject to benchmarking evidence and set in consultation with the Executive Member for Finance and Human Resources and to recommend to Council the payment of a market rate supplement of up to £25k for the post of Director of Capital Programmes.

2. To create an additional Strategic Lead (Neighbourhoods) role, Band SS2 (£64,574 - £71,295)
3. To redesignate and regrade the position of Head of Facilities Management, Band SS1 (£57,340 - £63,308) to Head of Facilities Management and Catering, Band SS2 (£64,574 - £71,295)
4. To create the position of Head of Finance (Commercial), Band SS3 (£74,175 - £83,830)
5. To note the comments submitted by the Unite Trade Union.