

**MINUTES OF THE MEETING OF THE PERSONNEL PANEL  
HELD AT FOLLATON HOUSE, TOTNES ON 29 APRIL 2008**

**MEMBERS**

\* Cllr M F Saltern - Chairman

\* Cllr J A Westacott - Vice-Chairman

ø Cllr R F Croad

ø Cllr R J Tucker

\* Cllr T J Hewitt

\* Denotes attendance

ø Denotes apology for absence

Officers in attendance:

All Agenda Items: Strategic Director (Operations), Head of Personnel and Payroll,  
Deputy Monitoring Officer and Personnel Officer.

**PP.23/07 MINUTES**

The minutes of the meeting of the Panel held on 31 March 2008 were confirmed as a correct record and signed by the Chairman.

**PP.24/07 DECLARATIONS OF INTEREST**

Members were invited to declare any interests in the items of business to be considered during the course of the meeting but none were made.

**PP.25/07 SINGLE STATUS UPDATE – APPEALS PROCESS**

Members considered a report which updated them on the progress of Single Status negotiations and also sought approval of an updated Appeals Process as part of Job Evaluation.

In discussion, particular reference was made to:-

- (a) the 56 days right of appeal in respect of the Single Status project. Officers advised that the 56 day timescale only applied to this project and the right of appeal would revert back to 28 days at the conclusion of this process. It was noted that a benefit of the 56 day provision in this instance was that it would allow employees plentiful opportunity to give full consideration to their circumstances before lodging any appeal;

- (b) the financial implications. In light of being advised that the funding allocated for the project had been set during 2006, the Panel felt there was a need for the projected total costings to be revisited to reflect 2008 prices. An up to date projected figure was felt to be critical to guide Members in the ultimate decision-making process;
- (c) the need for a further risk workshop. Members highlighted a number of potential associated risks with the project at this time. These risks included: the time period for which the project had been running potentially affecting staff morale; the outcome of a ballot of union members; and the cost implications of implementing the project at this uncertain time during the Local Government Review. It was felt that such issues required full consideration at a further risk workshop, prior to the Collective Agreement being presented to the Council for its consideration.

### **RESOLVED**

That the Personnel Panel **RESOLVE** to:-

- a) note the progress made by the Single Table to date; and
- b) agree to the use of the updated Appeals Process as set out in Appendix 1 of the presented report.

#### **PP.26/07 EXCLUSION OF PUBLIC AND PRESS**

### **RESOLVED**

That in accordance with Section 100(A)(4) of the Local Government Act 1972, the public and press be excluded from the meeting during consideration of the following item of business as the likely disclosure of exempt information as defined in paragraphs 1, 2 and 4 of Schedule 12A to the Act is involved.

#### **PP.27/07 OPERATIONS AND BUSINESS DEVELOPMENT STAFFING REVIEW – PHASE TWO**

Members considered an exempt report which provided an update on the outcome from Phase Two of the development of a staffing structure for a newly created Environment Services.

Officers circulated an event log to the Panel which detailed comments received as a result of the consultation process undertaken for the staffing review.

The Chairman wished to thank all officers and Members for their work involved during the review. The levels of consultation undertaken, and the method in which the review had been handled, were also welcomed by the Panel.

## **RESOLVED**

That the Panel **RESOLVES** to:-

1. consider any further comments received as part of the consultation process and subject to that, to approve the Environment Services staffing structure (Appendix 2 of the presented report refers) and the Green Space Management staffing structure, as part of Landscape and Leisure (Appendix 3 of the presented report refers);
2. recognise the risk that some staff may have to be made redundant (as detailed in the presented report);
3. approve appropriate measures being taken to redeploy staff, diminish compulsory redundancy, including re-training where appropriate; and subject to that;
4. delegate authority to the Strategic Director (Operations) and Head of Personnel and Payroll, in consultation with the Chairman of the Personnel Panel to consider and approve any individual cases of redundancy, which may unavoidably arise on final implementation of the structure, up to the overall maximum cost to the Authority as set out in the presented report.

(Meeting commenced at 2.30pm and concluded at 3.15pm).

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Chairman