

FLINTSHIRE COUNTY COUNCIL
6TH NOVEMBER 2008

Minutes of the Special Meeting of Flintshire County Council held in County Hall, Mold on Thursday 6th November 2008.

PRESENT: **Councillor Q. R. H. Dodd (Chairman)**
 Councillor C. Legg (Vice-Chairman)

Councillors: J.B. Attridge, S.R. Baker, D. Barratt, R.C. Bithell, C. S. Carver, E.G. Cooke, D.L. Cox, R. Dolphin, B. Dunn, Mrs C.A. Ellis, E.F. Evans, Ms V. Gay, F. Gillmore, R.J.T. Guest, Miss A.M. Halford, R.G. Hampson, G. Hardcastle, P.G. Heesom, M. Higham, Mrs C. Hinds, R. Hughes, H.T. Isherwood, Mrs. C.M. Jones, Mrs N. M. Jones, R.B. Jones, Mrs S. Jones, R.P. MacFarlane, D.I. Mackie, Mrs D.L. Mackie, Mrs H.J. McGuill, W. Mullin, E.W. Owen, P.R. Pemberton, N. Phillips, H.G. Roberts, L.A. Sharps, N.R. Steele-Mortimer and Ms H. Yale.

APOLOGIES:

Councillors: L.A. Aldridge, G.H. Bateman, J.C. Cattermoul, P.J. Curtis, R. Davies, A.G. Diskin, Mrs G.D. Diskin, C.J. Dolphin, H.D. Hutchinson, G. James, Mrs. R. Johnson, Mrs. N.R. Matthews, D. Macfarlane, Mrs A. Minshull, M.J. Peers, I.B. Roberts, A.P. Shotton, Mrs C.A. Thomas, D.T. Williams, D. Wisinger and A. Woolley.

IN ATTENDANCE:

Chief Executive, Director of Community Services, Director of Environment, Director of Lifelong Learning, H R Operations Manager and Head of Committee, Member and Electoral Services.

1. PRAYERS

At the commencement of the meeting, the Chairman's Chaplain, the Reverend Anthapurusha conducted prayers.

2. DECLARATIONS OF INTEREST

No declarations of interest were made.

3. LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985 – TO CONSIDER THE EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED:

That the press and public be excluded from the meeting for the following agenda item which was considered to be exempt by virtue of paragraphs 12

and 15 of the Part 1 of Schedule 12A of the Local Government Act 1972 (As Amended).

4. SECOND TIER PAY AND GRADING REVIEW

The Council considered a report of the Chief Executive on the outcome of the Second Tier Pay and Grading Review which had been deferred to this meeting from the County Council at its meeting held on 28th October 2008.

Councillor L.A. Sharps introduced the report of the Chief Executive, the purpose of which was to report the outcomes of the Second Tier Pay and Grading Review and to seek approval of the recommended pay and grading structure. He moved the recommendations of the report which were duly seconded.

The Chief Executive thanked Members for attending this special meeting and proceeded to make a presentation in support of the written report. The review had followed Phase I of the organisational change and redesign which had approved Directorate structures and first tier posts. The pay and grading of second tier posts had been considered previously by the County Council (last in early 2007) and the review had been suspended pending the review of the directorates and wider senior management structure.

In making the presentation, the Chief Executive outlined the objectives of the review which were: to consolidate and modernise job descriptions and person specifications for second tier posts; to provide a pay and grading structure which recruited and retained senior employees with the requisite skills, experience and capability; elimination of the need for interim and temporary appointments. The structure would support the newly introduced first tier management structure, provide a framework for effective appraisal, management and development of the second tier postholders, and resolve a number of outstanding claims from those postholders who claimed second tier status.

The Chief Executive then outlined the outcome of the review which recommended modernised job descriptions and person specifications and a set of generic leadership and management competencies. The review had defined the criteria for second tier posts as follows:

- (i) to report directly to either the Chief Executive or Director and
- (ii) to deputise for the Chief Executive or Director across the entire range of their duties and
- (iii) to have the requisite "know how" score under the Hay Job Evaluation model.

There were 22 posts which had been included in the review. As a result of the job evaluation, 13 posts were now defined as second tier, 2 further posts which did not meet the definition for second tier were to be reviewed and expanded, and 7 posts did not meet the definition for second tier. The 13 posts now defined at second tier level were listed and these would now be known as

Head of Service rather than by variable titles. The remaining posts which were not now regarded as second tier were also listed.

The Chief Executive then referred to the projected costs of the proposals in the first and subsequent years. He reminded Members that he had given a commitment to the Council that the objective should be to make all planned management structural change cost neutral year-on-year (following initial costs e.g. redundancy, early retirement) with the aim of generating savings and efficiencies where possible. This review was not a planned review but was incomplete work he had inherited. The Council had set funds aside previously to meet the costs of the suspended review on the assumption that there would be an enhancement of grade and had uplifted salaries by an equal lump sum in the interim.

The year-on-year costs of the pay and grading structure from year 2 onwards would be met from a combination of a further rationalisation of senior management posts within the second and third tiers and savings and efficiencies in management, structure and overhead costs generated by the reviews being/to be undertaken as part of the second phase of organisational change and redesign. In this regard, he drew Members' attention to the current interim arrangements. The recruitment of permanent employees to these positions, following the adoption of a pay and grading structure, would provide a more cost effective and sustainable management structure. Elimination of the market costs of interim appointments would generate substantial savings not referred to or costed in his presentation.

The Chief Executive, in concluding his presentation, referred to the action points that would be required from this review. This would include an appeals process to be notified to all postholders. Posts which had not achieved the second tier status which would be job evaluated as part of the single status arrangement. Further work would be undertaken on the 2 posts to be considered for role expansion and elevation to the second tier. The 11 second tier postholders within the single grade would have their status confirmed and their new pay and grading introduced as at the implementation date. Temporary occupants of the 2 special graded posts which had significant statutory responsibilities would be considered for post matching. A recruitment exercise would be undertaken without delay for the priority second tier posts for example the post of Head of Planning Services.

The Chief Executive referred to representations that had been made by postholders for the outcomes of the review to be implemented with immediate effect.

Councillor B. Attridge read out a statement following which he moved an amendment that this item be deferred until such time as further savings were identified and the report be brought back to the County Council with clear plans to make this proposal cost neutral.

The Chief Executive referred to his presentation which he considered had answered all the points raised by the Member and emphasised his position

made at the July meeting of the Council when he had explained that it would be difficult to pre-empt the level of expenditure on second tier posts until the salary review had been completed. However, he had always maintained that it would be necessary to find efficiency savings to finance any organisational change with the objective of either being cost neutral or deriving efficiencies. He gave examples of recurring efficiencies that were already being made in specific areas under his guidance totalling £600,000 per annum. The senior management structure had been reduced from 6 directors to 3 and it was now being proposed that the second tier officers be reduced from 22 to 13 with an additional two posts to be subject to further review.

The Chief Executive then answered specific questions raised by Members following which Councillor J.B. Attridge with the support of his seconder, having had the answers from the Chief Executive to the points he had raised, withdrew his amendment.

The Chairman then asked the Council to consider the recommendations of the report which had been moved, and seconded, earlier in the meeting and on being put to the vote, the recommendations were AGREED unanimously.

RESOLVED:

That the outcomes of the pay and grading review be received and the revised pay and grading structure as set out in the report be adopted with immediate effect.

5. DURATION OF MEETING

The meeting commenced at 2.00 pm and finished at 2.40 pm.

6. MEMBERS OF THE PRESS AND PUBLIC PRESENT

There were no members of the public and press in attendance.

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Chairman

SUMMARY OF DECLARATIONS MADE BY MEMBERS
IN ACCORDANCE WITH FLINTSHIRE COUNTY COUNCIL'S
CODE OF CONDUCT

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| FLINTSHIRE COUNTY COUNCIL | DATE: | 6TH NOVEMBER 2008 |
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| MEMBER | ITEM | MIN. NO. REFERS |
|---------------------------|-------------|----------------------------|
| NO DECLARATIONS WERE MADE | | |