



STAFFING REPORT

Board Meeting – 15 December 2005

1. PURPOSE OF REPORT

- 1.1 To advise the Board of the revisions to the staffing structure of the Community Planning and Partnership Unit approved by East Ayrshire Council's Corporate Governance Committee on 29 September 2005.

2. BACKGROUND

- 2.1 To ensure an appropriate and relevant staffing structure to progress the SIP Integration to Community Planning, the Coalfield Area Social Inclusion Partnership (SIP) Board agreed, at its meeting of 4 December 2003, to remit the Community Planning and Partnership Manager to review the longer term requirements of the SIP Support Team.
- 2.2 The first phase of this review was agreed at the SIP Board meeting of 21 January 2004, with a second phase approved at the Board meeting of 11 March 2004.
- 2.3 The outcome of this review was approved at East Ayrshire Council's Corporate Governance Committee on 1 June 2004, at which time the Corporate Governance Committee agreed to remit further extensions to temporary contracts to the SIP Board.
- 2.4 A further report dealing with the extension of temporary contracts for key staff within the Unit was endorsed by the Corporate Governance Committee on 17 February 2005 and the joint meeting of the SIP and North Social Inclusion Initiative Boards on 10 March 2005.

3. STAFFING REVIEW

- 3.1 To reflect and recognise the changing nature of the responsibilities and new burdens faced by the Community Planning and Partnership Unit, including structured consultation and engagement with residents and local communities, the ever increasing demands of the national agenda, the new Community Regeneration Fund (CRF) and the ongoing National Performance Arrangements, at its meeting of 29 September 2005, East Ayrshire Council's Corporate Governance Committee recommended revisions to the Unit's management arrangements and the number of temporary posts.
- 3.2 Mainstreaming more essential posts allows the Unit, which has lost nine employees over the last two years, mainly to organisations offering permanent posts or longer term contracts, to better retain quality employees. The recommendations are set out below:

| Current Post and Status | Current Grade | Proposed Post and Status | Proposed Grade | Corporate Governance Committee Recommendation |
|--|--------------------------|---|---------------------------|---|
| Community Planning Officer. Substantive. | SO8 (£31,860-£34,173) | No change Post currently substantive. | SO11 (£34,173-£36,624) | Approved |
| Community Partnership and Regeneration Officer. Temporary until 31 March 2008. | SO8 (£31,860-£34,173) | Community Partnership and Regeneration Officer. Post to be made substantive. | SO11 (£34,173-£36,624) | Approved |
| Social Inclusion Team Leader. Temporary until 31 March 2008. | SO2 (£27,054-£29,541) | Partnership and Regeneration Team Leader. Post to be made substantive. | SO5 (£29,541-£31,860) | Approved |
| Public Health Co-ordinator. Temporary until 31 March 2008. | SO5 (£29,541-£31,860) | Community Planning and Health Improvement Specialist. Post to be made substantive | No change | Approved |
| Monitoring and Evaluation Co-ordinator. Temporary until 31 March 2008. | SO2 (£27,054-£29,541) | Monitoring and Evaluation Co-ordinator. Post to be made substantive | No change | Approved |
| Consultation and Engagement Co-ordinator. Temporary until 31 March 2008. | SO2 (£27,054-£29,541) | Consultation and Engagement Co-ordinator. Post to be made substantive. | No change | Approved |
| Senior Clerical Worker. Temporary until 31 March 2008. | GS3 £14,466-£15,063) | Senior Clerical Worker. Post to be made substantive. | No change | Approved |

3.3 Finance has been secured for the above posts, where required, from the new CRF.

3.4 In relation to the Community Planning and Health Improvement Specialist, the Scottish Executive has confirmed a further two-year funding package as a match towards this post and work is ongoing to secure continuation funding from NHS Ayrshire and Arran. The cost of the post, however, has now been built into Corporate Support financial allocation with the draw on these funds reduced in proportion to external funding secured.

- 3.5 To ensure continuity of service and activity, the Corporate Governance Committee also agreed to extend the existing post of Resource Worker, graded AP2 (£16,515-£17,877); Clerical Assistant, graded GS1/2 (£9,069-£14,220); and Monitoring, Evaluation and Resource Worker, graded AP3/4 (£18,381-£20,169), from 31 March 2006 to 31 March 2008.
- 3.6 Funding to continue the temporary contracts until 31 March 2008 for the above posts has also been secured from the new CRF.

4. FINANCIAL/LEGAL/POLICY IMPLICATIONS

- 4.1 The costs associated with the revisions to the staffing structure identified at section 3 of the report, including employee costs, can be met from the Better Neighbourhood Services Fund, the new CRF, NHS Ayrshire and Arran and the Scottish Executive until 31 March 2008.
- 4.2 Beyond March 2008, the Council and its Community Planning Partners can reasonably expect a significant level of continued CRF funding or similar Scottish Executive 'ring-fenced' monies. At this time and depending on future funding streams beyond March 2008, the Council may be required to consider mainstreaming elements of the Community Planning and Partnership Team's revenue budget costs into the Council's overall budgets.
- 4.3 Over and above the proposals set out in this report, the Community Planning and Partnership Unit currently operates with a further five temporary posts with varying contract end dates. The Corporate Governance Committee has agreed to consider proposals on the future mix of temporary/permanent positions in the Unit at a future meeting.
- 4.4 In accordance with the Council's current arrangements, all revised gradings will be temporary pending completion of the Job Evaluation exercise, which is part of the Single Status Agreement.

5. RECOMMENDATIONS

- 5.1 The Community Planning Partnership Board is asked to:
- i) note the approved revisions to the staffing structure of the CPPU at section 3;
 - ii) note that the Corporate Governance Committee has agreed to consider further options and proposals regarding the future mix of temporary/permanent positions in the Unit; and
 - iii) otherwise, note the content of the report.

Gwen Barker
Community Planning and Partnership Manager
29 November 2005