



Cabinet (Resources) Panel

11 February 2014

Report title	Changes to employee establishment (open)	
Decision designation	AMBER	
Cabinet member with lead responsibility	Councillor Paul Sweet Governance and Performance	
Key decision	No	
In forward plan	No	
Wards affected	n/a	
Accountable director	Keith Ireland, Delivery	
Originating service	Human Resources	
Accountable employee(s)	Sue Davies Tel Email	Chief Human Resources Officer 01902 554056 sue.davies@wolverhampton.gov.uk
Report to be/has been considered by	n/a	

Recommendations for noting:

The Cabinet (Resources) Panel is asked to note changes made to the employee establishment.

1. Purpose

- 1.1 To provide information about the employee establishment changes which have been approved since the last meeting of the Panel.

2. Background

- 2.1 The employee establishment changes as detailed in this report have been made in response to the service needs identified by each Director and have been subject to review by Finance and Human Resources to ensure that they are consistent with Council policies and procedures.
- 2.2 The grades and salary rates for posts in the schedules reflect Wolverhampton Council's local pay and grading structure unless posts are on terms and conditions currently outside of this e.g. teachers.
- 2.3 The payments of any supplements for acting up, secondments or 'market forces' have been approved in line with the Council's approved policies.
- 2.4 Consideration has been given to an appropriate exit strategy for any fixed term appointments.
- 2.5 At Appendix 1 is a summary of the establishment changes that are detailed in this report.

3. Equalities Implications

- 3.1 The changes proposed fall within the Council's equality in employment policy and will be reflected in the Council's annual equality monitoring reports.

4. Environmental Implications

- 4.1 None have been identified.

5. Financial Implications

- 5.1 The Assistant Director Finance has considered the financial implications and confirmed that there is budgetary provision for each report.

[MH/20140131/P]

6. Legal Implications

- 6.1 The redesignation/regrading proposals in this report will require a variation to employee terms and conditions of employment in accordance with the Employment Rights Act 1996.

[JH/28012014/X]

1. Delivery

This service will be subject to a further review as part of the Delivery Directorate Restructure scheduled for 2014.

A Establish Full Time Temporary Post Recruitment Manager, Human Resources (15770)

No of posts	Post title	Grade	Annual Salary Rate fte	Job class	With effect for
1 x 37hrs	Recruitment Manager	7	£33,128 – £37,578	FF/A9/B460	3 months

Business Case

Wolverhampton City Council will be opening a temporary recruitment agency to supply the Council with temporary workers as and when needed.

The manager will co-ordinate all activity and manage the two grade 5 Consultants. The manager will also be looking at building relationships with the Council hiring managers to ensure a smooth transition of requirements to the Council from the current supplier.

The Manager will also need to ensure the pipeline of candidates from the general public is built up to ensure any demands on it are met.

The Manager will report directly to the Strategic Director of Delivery and the Councillors for Resources and Human Resources.

The benefits of this service will ensure savings to the Council in the long term of approximately £1.2 million a year.

Funding

The temporary Recruitment Manager will be seconded to Yoo Recruit Ltd and the costs met through the funding of that organisation.

APPENDIX 1

Delivery Directorate					
	Post Grade	Net Change			
		New Posts	Deletions	Grade Changes	Extensions to fixed term contracts
	Grade 11 and Snr Management				
	Grade 9 – 10				
	Grade 8				
	Grade 6 – 7	1			
	Grade 1 -5				
	TOTAL	1			