

**A MEETING OF THE PERSONNEL SUB BOARD
WAS HELD ON 14 FEBRUARY 2008**

The Mayor (Councillor Gill) (ex-officio), Chairman of Policy and Organisation Board (Councillor Cully) (ex-officio), Councillors Carter (P), Chegwyn (P), Clinton (P), Hook (P), Smith (P) and Wright (P)

36. APOLOGIES

Apologies for inability to attend the meeting were received on behalf of The Mayor (Councillor Gill).

37. DECLARATIONS OF INTEREST

There were no declarations of interest.

38. MINUTES

RESOLVED: That the Minutes of the meeting of the Sub Board held on 28 November 2007 be approved and signed as a true and correct record.

39. DEPUTATIONS

There were no deputations received.

40. PUBLIC QUESTIONS

There were no public questions received.

PART II

41. PAY REVIEW – APRIL 2008

Consideration was given to a report of the Head of Personnel advising the Sub-Board of the pay claim expected for 2008.

Members were advised that the next National Employers' meeting was scheduled for 19 March 2008. The Union had advised that they would ballot members over industrial action if they were not satisfied with the outcome of these discussions. Members were in agreement that Gosport Borough Council would comply with the national agreement on pay when reached.

RESOLVED: That the information on the pay claim expected for 2008 be noted.

42. MANAGERS – REVIEW OF REMUNERATION

Consideration was given to a report of the Chief Executive recommending that consideration be given to a revision of grading structure for Managers.

Members expressed concern that favourable consideration of the Managers' grading structure may be perceived by both staff and the public as unfair. However, they also acknowledged that the number of Manager posts had declined considerably since the 1990s and those officers on Manager grades were expected to take on far wider responsibilities than their predecessors. In comparison to other authorities of a similar size, the remuneration received by senior Gosport staff was lower than the average. Members were aware that a number of Managers were due for retirement in the next few years. The recruitment of high quality Managers and the retention of current senior staff would become more difficult should Gosport's Manager remuneration grades continue to be less attractive than those in other authorities.

It was suggested that a wider review of the pay structure should be carried out in the near future and Members concurred with this proposal.

RESOLVED: That approval be given to the revision of Managers' grading structure as outlined in the report of the Chief Executive.

43. ANY OTHER ITEMS

There were no other items to be raised as a matter of urgency under the Chairman's special circumstances discretion.

44. EXCLUSION OF THE PUBLIC

RESOLVED: That, in relation to the following items, the public be excluded from the meeting, as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the items there would be disclosure to them of exempt information within Paragraphs 1,2 and 3 of Part 1 of Schedule 12A to the Local Government Act 1972, and further that in all circumstances of the cases, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons set out in the reports.

45. COMMUNITY SAFETY

Consideration was given to an exempt report of the Deputy Chief Executive which considered the staffing resources of the Community Safety Section in order to better meet future service requirements.

The report was exempt from publication as the public interest in maintaining the exemption outweighed the public interest in disclosing the information by reason that it contained personal and financial information that was not considered appropriate to be released to the public.

RESOLVED: That

1. the transfer of posts CE23D and CE23E to Community Safety from Housing Services be confirmed and that post CE23D be made redundant with effect from 31 March 2008; and
2. temporary posts CE21 and CE23E be made permanent.

46 EARLY RETIREMENT

Consideration was given to an exempt report of the Financial Services Manager that sought approval for the early retirement of an Administrative Assistant in the interests of the efficiency of the service with effect from 1 April 2008.

The report was exempt from publication as the public interest in maintaining the exemption outweighed the public interest in disclosing the information by reason that it contained personal and financial information that was not considered appropriate to be released to the public.

RESOLVED: That:-

- 1) the early retirement of an Administrative Assistant in Financial Services with effect from 1 April 2008 be approved;
- 2) the subsequent re-organisation of the administrative support for Pay and Administration and Legal and Democratic Support with effect from 1 April 2008 be approved as follows:
 - a. the post of Administrative Assistant FS36 be deleted from the establishment;
 - b. the post of Administrative Assistant LA1C be deleted from the establishment;
 - c. the hours for part time post of Administrative Assistant FS37 be increased from 18.5 to 29.33 hours per week; and
 - d. a new post of Administrative Assistant (part time 18.5 hours) be approved in the Leisure and Cultural Services Unit.

The meeting commenced at 6.00pm and concluded at 6.30 pm

CHAIRMAN