

## **11 PERSONNEL DEPARTMENT - CHANGES TO ESTABLISHMENT (AN111-2004)**

At its meeting of 10th November 2003, the Personnel and Management Services Committee considered Report No 669-2003, by the Assistant Chief Executive (Management) and approved changes to the establishment and a revised senior management structure for the Personnel Department.

Subsequent to that report being approved, a senior officer in the department submitted a request for flexible working in accordance with the Council's procedure.

Having considered the circumstances, the Assistant Chief Executive (Management) decided that the request could be accommodated but that the senior management structure would have to be changed. The proposed changes were the subject of consultation with all of the department's employees and the trade unions, and no adverse comments were received.

Accordingly, it is proposed to redesignate the post of Personnel Section Leader to Personnel Team Leader and to regrade the post from PO15-19, £35,343 - £37,933, to PO11-14, £32,244 - £34,554. It is further proposed to redesignate 2 posts of Senior Personnel Officer to Personnel Team Leader and to regrade these posts from PO8-11, £30,060 - £32,244, to PO11-14, £32,244 - £34,554.

These grade changes would result in a saving of £1,900, including employer's costs, in a full financial year. This saving would be re-invested in staff resources within the department.

The Committee's approval is requested.