

Cunninghame House,
Irvine.

13 May 2016

Staffing and Recruitment Committee

You are requested to attend a Meeting of the above mentioned Committee of North Ayrshire Council to be held in the Council Chambers, Cunninghame House, Irvine on **WEDNESDAY 18 MAY 2016** at **11.30 a.m.** to consider the undernoted business.

Yours faithfully

Elma Murray

Chief Executive

- 1. Declarations of Interest**
Members are requested to give notice of any declaration of interest in respect of items of business on the agenda.
- 2. Minutes**
The Minutes of the previous meeting of the Staffing and Recruitment Committee held on 17 December 2015 will be signed in accordance with paragraph 7(1) of Schedule 7 of the Local Government (Scotland) Act 1973 (copy enclosed).
- 3. Reshaping the Workforce Update 2015/16**
Submit report by the Executive Director (Finance and Corporate Support) on the financial implications of 'Reshaping the Workforce' (copy enclosed).
- 4. Urgent Items**

Staffing and Recruitment Committee

Sederunt:

Willie Gibson (Chair)
(named substitute Ruth Maguire)

Marie Burns
(named substitute Alan Hill)

Alan Munro
(named substitute for Peter McNamara)

Chair:

Attending:

Apologies:

Meeting Ended:

Staffing and Recruitment Committee
17 December 2015

Irvine, 17 December 2015 - At a Meeting of the Staffing and Recruitment Committee of North Ayrshire Council at 10.00 a.m.

Present

Willie Gibson, Marie Burns, Alex Gallagher and Peter McNamara.

In Attendance

E. Murray, Chief Executive; L. Friel, Executive Director, G. Macgregor, Head of Customer, People and Corporate Support and F. Walker, Organisational Development Manager (Finance and Corporate Support).

Chair

Councillor Gibson in the Chair.

Apologies for Absence

John Bell and Ruth Maguire (in her capacity as relevant Cabinet portfolio holder).

1. Declarations of Interest

There were no declarations of interest by Members in terms of Standing Order 10 and Section 5 of the Code of Conduct for Councillors.

2. Minutes

The accuracy of the Minutes of the previous meetings of the Committee held on 27 May 2015 was agreed and the Minutes signed in accordance with paragraph 7(1) of Schedule 7 of the Local Government (Scotland) Act 1973.

3. Exclusion of the Public and Press

The Committee resolved, in terms of Section 50(A)4 of the Local Government (Scotland) Act 1973, to exclude from the Meeting, the press and the public for the following item of business on the grounds that it involved the likely disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 7A of the Act.

4. Head of Finance Recruitment

Submitted report by the Executive Director (Finance and Corporate Support) on the remit and arrangements for the recruitment of the Head of Finance.

The Committee agreed (a) the revised remit for the Head of Finance to the Council, which includes the role of s95 officer for the Integration Joint Board; and (b) to recommend to Council that the recruitment of this post is undertaken by a joint appointment panel comprising the Leader of the Council, Leader of the Opposition, Finance and Corporate Support portfolio holder, and the Chair and Vice Chair of the Integration Joint Board.

5. Finance and Corporate Support: Re-configuration of service structure

Submitted report by the Executive Director (Finance and Corporate Support) on the re-configuration of the current service structure within Finance and Corporate Services and the establishment and recruitment of an interim new post of Head of Customer and Digital Services.

The Committee agreed to approve (a) the reconfiguration of the current post of Head of Customer, People and Corporate Support into an interim post of Head of People and Transformation; and (b) the establishment of a new interim post of Head of Customer and Digital Services to be recruited internally.

The Meeting ended at 10.45 a.m.

NORTH AYRSHIRE COUNCIL

Agenda Item 3

20 May 2016

Staffing and Recruitment Committee

Title: **Reshaping the Workforce Update 2015/16**

Purpose: To provide an update on financial implications of 'Reshaping the Workforce'.

Recommendation: That the Committee notes the progress made to date.

1. Executive Summary

- 1.1 The 'Reshaping the Workforce' report summarises delivery of the workforce element of approved budget savings and other Service changes. The approach to reshaping the workforce ensures the Council meets future service needs in a planned and pro-active way.
- 1.2 As part of this approach savings and the associated costs of delivering these are reported .
- 1.3 This report provides an update on progress made in 'Reshaping the Workforce'.

2. Background

2.1 Budget Savings - current position

- 2.1.1 This report updates the Committee on all efficiency savings involving the workforce which have been approved and require either to be delivered in full or in part for 2015/16 to 2017/18. Some of the data reported relates to previous financial years, this is required to present a full picture for each of the savings proposals.
- 2.1.2 The following table show the targets that have been set for delivery of staff savings to the end of 2015/16 and the actuals which have been delivered as at 31 March 2016.

Service	Target FTE							Actual FTE	Variance to target to date
	13/14	14/15	15/16	Sub Total	16/17	17/18	Total	Total	
Democratic & Administration	0.80	1.00	3.00	4.80	3.50	-	8.30	5.80	1.00
Place	-	-	1.50	1.50	20.00	35.90	57.40	7.00	5.50
Economy & Communities	-	-	3.00	3.00	17.30	9.00	29.30	10.33	7.33
Education & Youth Employment	1.00	22.16	-	23.16	30.14	1.00	54.30	55.67	32.51
Finance & Corporate Support	-	-	7.50	7.50	14.09	10.25	31.84	23.26	15.76
Health & Social Care Partnership	-	-	8.00	8.00	12.60	11.00	31.60	5.00	(3.00)
Total	1.80	23.16	23.00	47.96	97.63	67.15	212.74	107.06	59.10

- 2.1.3 A workforce reduction of 47.96 FTE has been targeted to the end of 2015/16 securing an annual saving of £1.533m. To date a reduction of 107.06 FTE has been secured which includes the early delivery of some future year savings, particularly around Business Support Transformation and the Education Business Support Review. Both of these reviews resulted in a significant change to roles, as such more staff left the service than had been anticipated, recruitment is underway to fill the new posts.

2.2 Budget Savings - costs of early release

- 2.2.1 The table below summarises, across Services, the savings, costs and pay back periods from the release of staff through implementation of budget decisions in the period to March 2016.

Service	Non Recurring			Recurring Costs	Target Savings	Payback Period (Years)
	Recurring Release Costs	Prior Years	Current Year			
	£	£	£	£		
Democratic & Administration	100,600	30,295	70,305	908	265,656	0.4
Place	72,820	-	72,820	812	1,471,082	0.0
Economy & Communities	178,209	-	178,209	2,020	767,683	0.2
Education & Youth Employment	724,843	86,395	638,448	-	1,301,922	0.6
Finance & Corporate Support	504,682	154,041	350,641	-	658,821	0.8
Health & Social Care Partnership	14,116	-	14,116	-	1,054,635	0.0
Total	1,595,270	270,731	1,324,539	3,740	5,519,799	0.3

2.3 Scheme of Delegation Reports

- 2.3.1 During 2015/16, 8.6 FTE's left as a result of a Scheme of Delegation report not linked to budget savings. Of this 6.8 left through voluntary redundancy and 1.8 through VER linked to the significant changes to their roles.

- 2.3.2 Termination costs associated with these staff leaving amounted to £358,787.

2.4 Other routes

- 2.4.1 During 2015/16 a further 16.86 FTEs left the organisation. Reasons included planned retirements, end of fixed term contracts, compromise agreements and restructures approved at the Integration Joint Board or Cabinet. This was undertaken at a total cost of £429,047, delivered a saving of £203,131 with an overall payback of 2.2 years. A recurring cost of £8,972 will be met from Service budgets.

3. Proposals

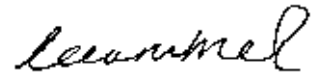
- 3.1 Information presented provides Committee with a summary of progress in relation to workforce changes.

4. Implications

Financial:	Delivery of reshaping the workforce supports the current requirement to achieve workforce savings. The financial implications are as outlined in section 2 above.
Human Resources:	As summarised in section 2.
Legal:	None
Equality:	None
Environmental & Sustainability:	None
Key Priorities:	This report aligns to the Council's strategic priorities by "making the best use of all resources" and ensuring a "sound financial position".
Community Benefits:	n/a

5. Consultation

- 5.1 Trade Unions are consulted as part of the on-going service review programme which is central to reshaping the workforce.



LAURA FRIEL
Executive Director (Finance and Corporate Support)

Reference :

For further information please contact Margaret Hogg, Head of Finance on 01294 324560.

Background Papers

None