

AGENDA

- (1) Department of Administration – Legal Services Division – Clerical and Paralegal Support – Service Review (pages 1-3)
Submit report dated 30 November 2006 by the Director of Administration seeking approval of an amended structure for the Clerical and Paralegal Support Section (copy herewith)

- (2) Department of Education - Review of Staffing Structure for Outdoor Education (pages 4-6)
Submit report dated 9 November 2006 by the Director of Education seeking approval of an amended staffing structure for the Outdoor Education Centre (copy herewith)

- (3) Department of Housing and Property Services
 - (a) Pilot Services in the Customer Contact Centre
Submit report by the Director of Housing and Property Services (copy to follow)

 - (b) Tenancy Services and Supported Accommodation Division – Tenancy Support Worker Posts (pages 7-8)
Submit report dated 4 December 2006 by the Director of Housing and Property Services seeking approval for (a) the further extension of the temporary posts of Tenancy Support Worker, and (b) the creation of two temporary posts of Support Worker in relation to the Gateway Protection Programme (copy herewith)

- (4) Department of Planning and Environment
 - (a) E-Planning Project Manager (pages 9-10)
Submit report dated 11 December 2006 by the Director of Planning and Environment seeking approval of action taken for the creation of a temporary post of E-Planning Project Manager (copy herewith)

 - (b) Transfer of Council Officer Post (page 11)
Submit report dated 11 December 2006 by the Director of Planning and Environment seeking approval to transfer the post of Council Officer from the Department of Planning and Environment to the Department of Social Work (copy herewith)

- (5) Department of Social Work
 - (a) Member/Officer Review of Day Opportunities – Final Phase of Implementation
Submit report by the Director of Social Work (copy to follow)

 - (b) Provision of Equipment and Adaptations – Progress Report (pages 12-15)
Submit report dated 7 November 2006 by the Director of Social Work seeking approval for the creation of two additional posts of Technician and two additional posts of Store Operative/Driver (copy herewith)