

Motherwell, 19 October 2015 at 9.30 am.

**A Meeting of the POLICY AND RESOURCES (VACANCY MONITORING)
SUB-COMMITTEE**

PRESENT

Councillor Smith, Convener; Councillors Curley and Taggart.

CHAIR

Councillor Smith (Convener) presided.

IN ATTENDANCE

The Committee Officer; Head of Human Resources; Head of Democratic and Legal Services; Head of Education Resources; Head of Planning and Regeneration, and Human Resources Manager, Housing and Social Work Services.

APOLOGIES

Councillors Grant, Higgins, McCabe and McKendrick.

**DECLARATIONS OF INTEREST IN TERMS OF THE ETHICAL STANDARDS IN PUBLIC LIFE ETC.
(SCOTLAND) ACT 2000**

1. The Sub-Committee noted that there were no declarations of interest.

APPLICATIONS TO FILL VACANCIES GRADED NLC12 AND ABOVE

CORPORATE SERVICES – SOLICITOR (TEMPORARY)

2. There was submitted an application dated 12 October 2015 by the Executive Director of Corporate Services seeking approval of action taken, following consultation with the Convener, to fill the post of Solicitor, on salary grade NLC12, within the Democratic and Legal Services Division, on a temporary basis for a period of three years.

Decided: that the action taken to authorise the recruitment of the post of Solicitor, on salary grade NLC12, on a temporary basis for a period of three years, be homologated.

LEARNING AND LEISURE SERVICES

(1) HEAD OF CENTRE – CRAIGNEUK FAMILY LEARNING CENTRE

3. There was submitted an application dated 7 September 2015 by the Executive Director of Learning and Leisure Services seeking approval to fill the post of Head of Centre for Craigneuk Family Learning Centre, on salary grade NLC13, within the Education Division.

Decided: that the post of Head of Centre for Craigneuk Family Learning Centre, on salary grade NLC13, be authorised for recruitment.

(2) HEAD OF CENTRE – NEWMAINS FAMILY LEARNING CENTRE

4. There was submitted an application dated 7 September 2015 by the Executive Director of Learning and Leisure Services seeking approval to fill the post of Head of Centre for Newmains Family Learning Centre, on salary grade NLC13, within the Education Division.

Decided: that the post of Head of Centre for Newmains Family Learning Centre, on salary grade NLC13, be authorised for recruitment.

HOUSING AND SOCIAL WORK SERVICES

(1) SERVICE DELIVERY MANAGER (LOCALITY MANAGEMENT)

5. There was submitted an application dated 9 October 2015 by the Executive Director of Housing and Social Work Services seeking approval to fill the post of Service Delivery Manager (Locality Management), on salary grade NLC12, within the Housing Services Division.

Decided: that the post of Service Delivery Manager (Locality Management), on salary grade NLC12, be authorised for recruitment.

(2) SENIOR SOCIAL WORKER (COATBRIDGE LOCALITY)

6. There was submitted an application dated 8 October 2015 by the Executive Director of Housing and Social Work Services seeking approval to fill the post of Senior Social Worker, on salary grade NLC12, within the Coatbridge Locality of the Social Work Services Division.

Decided: that the post of Senior Social Worker (Coatbridge Locality), on salary grade NLC12, be authorised for recruitment.

(3) SENIOR SOCIAL WORKER (WISHAW LOCALITY)

7. There was submitted an application dated 13 August 2015 by the Executive Director of Housing and Social Work Services seeking approval to fill the post of Senior Social Worker, on salary grade NLC12, within the Wishaw Locality of the Social Work Services Division.

Decided: that the post of Senior Social Worker (Wishaw Locality), on salary grade NLC12, be authorised for recruitment.

(4) SENIOR SOCIAL WORKER (RESTORATIVE JUSTICE)

8. There was submitted an application dated 1 September 2015 by the Executive Director of Housing and Social Work Services seeking approval to fill the post of Senior Social Worker, on salary grade NLC12, within the Restorative Justice Section of the Social Work Services Division, on a temporary basis.

Decided: that the post of Senior Social Worker, within the Restorative Justice Section of the Social Work Services Division, on salary grade NLC12, be authorised for recruitment on a temporary basis.

(5) SENIOR SOCIAL WORKER (CHILDREN AND FAMILIES)

9. There was submitted an application dated 13 August 2015 by the Executive Director of Housing and Social Work Services seeking approval to fill the post of Senior Social Worker (Children and Families), on salary grade NLC12, within the Children and Families Section of the Social Work Services Division, on a temporary basis.

Decided: that the post of Senior Social Worker (Children and Families), on salary grade NLC12, be authorised for recruitment on a temporary basis.

(6) SENIOR SOCIAL WORKER

10. There was submitted an application dated 28 September 2015 by the Executive Director of Housing and Social Work Services seeking approval to fill the post of Senior Social Worker, on salary grade NLC12, for placement at Wishaw General Hospital, on a temporary basis.

Decided: that the post of Senior Social Worker, on salary grade NLC12, for placement at Wishaw General Hospital be authorised for recruitment on a temporary basis.

(7) SENIOR OFFICER (RESTORATIVE JUSTICE)

11. There was submitted an application dated 7 October 2015 by the Executive Director of Housing and Social Work Services seeking approval to fill the post of Senior Officer (Restorative Justice), on salary grade NLC12, within the Social Work Services Division, on a temporary basis.

Decided: that the post of Senior Officer (Restorative Justice), on salary grade NLC12, be authorised for recruitment on a temporary basis.

(8) INTEGRATED HEALTH AND SOCIAL WORK MANAGER

12. There was submitted an application dated 12 October 2015 by the Executive Director of Housing and Social Work Services seeking approval of action taken, following consultation with the Convener, to fill the post of Integrated Health and Social Work Manager, on salary grade NLC18, within the North Lanarkshire Health and Social Care Partnership.

Decided: that the action taken to authorise the recruitment for the post of Integrated Health and Social Work Manager, on salary grade NLC18, be homologated.

REGENERATION AND ENVIRONMENTAL SERVICES

(1) BUSINESS PARTNER (FINANCIAL DEVELOPMENT)

13. There was submitted an application dated 7 October 2015 by the Acting Executive Director of Regeneration and Environmental Services seeking approval to fill the post of Business Partner (Financial Development) (7 hours per week), on salary grade NLC14, within the Environment and Estates Division, on a temporary basis.

Decided: that the post of Business Manager (Financial Development) (7 hours per week), on salary grade NLC14, be authorised for recruitment on a temporary basis.

(2) PORTFOLIO MANAGER

14. There was submitted an application dated 7 October 2015 by the Acting Executive Director of Regeneration and Environmental Services seeking approval to fill the post of Portfolio Manager (28 hours per week), on salary grade NLC12, within the Finance and Technology Solutions Section of the Environment and Estates Division, on a temporary basis.

Decided: that the post of Portfolio Manager (28 hours per week), on salary grade NLC12, be authorised for recruitment on a temporary basis.

(3) ASSISTANT BUSINESS MANAGER (FOOD HYGIENE)

15. There was submitted an application dated 7 October 2015 by the Acting Executive Director of Regeneration and Environmental Services seeking approval to fill the post of Assistant Business Manager (Food Hygiene), on salary grade NLC14, within the Environmental Health Section of the Protective Services Division.

Decided: that the post of Assistant Business Manager (Food Hygiene), on salary grade NLC14, be authorised for recruitment.

(4) SENIOR ENGINEER OFFICER (FLOODING AND DRAINAGE)

16. The Chair orally advised the Sub-Committee that the application dated 7 October 2015 by the Acting Executive Director of Regeneration and Environmental Services to fill the post of Senior Engineer Officer (Flooding and Drainage) had been withdrawn.

(5) SENIOR ENGINEER OFFICER (ROADS DESIGN)

17. There was submitted an application dated 7 October 2015 by the Acting Executive Director of Regeneration and Environmental Services seeking approval to fill the post of Senior Engineer Officer (Roads Design), on salary grade NLC12, within the Roads and Transportation Division.

Decided: that the post of Senior Engineer Officer (Roads Design), on salary grade NLC12, be authorised for recruitment.

(6) SENIOR ENGINEER OFFICER (ROADS STRUCTURES)

18. The Chair orally advised the Sub-Committee that the application dated 7 October 2015 by the Acting Executive Director of Regeneration and Environmental Services to fill the post of Senior Engineer Officer (Roads Structures) had been withdrawn.

(7) SENIOR ENGINEER OFFICER (TRAFFIC MANAGEMENT)

19. There was submitted an application dated 7 October 2015 by the Acting Executive Director of Regeneration and Environmental Services seeking approval to fill the post of Senior Engineer Officer (Traffic Management), on salary grade NLC12, within the Roads and Transportation Division.

Decided: that the post of Senior Engineer Officer (Traffic Management), on salary grade NLC12, be authorised for recruitment.

(8) SENIOR ENGINEER OFFICER (CITY DEAL)

20. There was submitted an application dated 7 October 2015 by the Acting Executive Director of Regeneration and Environmental Services seeking approval to fill the post of Senior Engineer Officer (City Deal), on salary grade NLC12, within the Roads and Transportation Division.

Decided: that the post of Senior Engineer Officer (City Deal), on salary grade NLC12, be authorised for recruitment.

The Chair, being of the opinion that the following item of business was relevant, competent and urgent, authorised its consideration as a matter of urgency to enable the application to be progressed timeously and exercised his discretion to vary the order of business as hereinafter Minuted.

(9) ECONOMIC DEVELOPMENT OFFICER

21. There was submitted an application dated 12 October 2015 by the Acting Executive Director of Regeneration and Environmental Services seeking approval to fill the post of Economic Development Officer, on salary grade NLC12, within the Planning and Regeneration Division.

Decided: that the post of Economic Development Officer, on salary grade NLC12, be authorised for recruitment.

ACTIVE VACANCIES FOR THE PERIOD FROM 1 JULY TO 30 SEPTEMBER 2015

22. There was submitted a report dated 12 October 2015 by the Head of Human Resources summarising (1) in Appendix 1 to the report, details of active vacancies within the Council for the period from 1 July to 30 September 2015; (2) in Appendix 2 to the report, details of active vacancies per Service, as at 30 September 2015; (3) in Appendix 3 to the report, details of active vacancies which were in the recruitment process by Service, post title and post grades as at 30 September 2015, and (4) in Appendix 4 to the report, details of active vacancies which had been held for management action.

Decided: that the report be noted.