

# THE ANNUAL ASSEMBLY

17 MAY 2006

## REPORT OF THE PERSONNEL BOARD

<b>Title: Annual Report of the Personnel Board 2005 / 2006</b>		<b>For Information</b>
<b>Summary:</b>  This report summarises the work carried out by the Personnel Board over the past 12 months.  <b>Wards Affected:</b> None.		
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### 1. Membership

- 2.1 The Personnel Board is made up of a permanent Chair and Deputy Chair. Each Personnel Board meeting consists of 3 Members, with the third Member drawn from a Panel of a further 7 Members on a rota basis as far as possible.

### 3. Statistics

- 3.1 There have been 15 meetings during the period 13 April 2005 to 12 April 2006, dealing with 20 separate cases, involving 54 individual members of staff. There were three cases that needed to be adjourned in order to receive additional information, 2 of which reconvened on one further occasion; the third case met on two further occasions.
- 3.2 Set out below is a breakdown of the number of cases considered for each Department (prior to the reorganisation of the Council):
- Corporate Strategy (4 cases involving 5 members of staff)  
Redundancies (4 cases involving 5 members of staff)
  - Education, Arts and Libraries (2 cases involving 2 members of staff)  
Appeal Against a Written Warning (1 case involving 1 member of staff)  
Redundancies (1 case involving 1 member of staff)
  - Finance (5 cases involving 35 members of staff)  
Redundancies (3 cases involving 13 members of staff)  
Stage 3 Grievance (2 cases involving 24 members of staff)

- Housing and Health (5 cases involving 6 members of staff)  
Industrial Injury Allowance Review (1 case involving 1 member of staff)  
Redundancies (4 cases involving 5 members of staff)
- Regeneration and Environment (3 cases involving 5 members of staff)  
Early Payment of Preserved Benefits (1 case involving 1 member of staff)  
Job Evaluation Appeal (1 case involving 3 members of staff)  
Redundancies (1 case involving 1 member of staff)
- Social Services (1 case involving 1 member of staff)  
Appeal against a Summary Dismissal (1 case involving 1 member of staff)

3.3 Set out below is a summary of the type of cases considered by the Personnel Board:

- Appeal against a Summary Dismissal (1 case involving 1 member of staff, not upheld)
- Appeal Against a Written Warning (1 case involving 1 member of staff, agreed)
- Early Payment of Preserved Benefits (1 case involving 1 member of staff, agreed)
- Industrial Injury Allowance Review (1 case involving 1 member of staff, agreed)
- Job Evaluation Appeal (1 case involving 3 members of staff, agreed)
- Redundancies (13 cases involving 25 members of staff, 24 redundancies agreed)
- Stage 3 Grievance (2 cases involving 24 members of staff, upheld decision at Stage 2 in both cases)

#### 4. Consultation

4.1 The following have been consulted in the preparation of this report:

- Councillor P Waker, Chair of the Personnel Board
- Councillor Mrs V Rush, Deputy Chair of the Personnel Board
- John Tatam, Corporate Director of Resources and Deputy Chief Executive
- Nina Clark, Assistant Chief Executive (Democracy and Partnerships)
- Christine Shepherd, Head of Human Resources
- Jan Southwell, Assistant Head of Human Resources (Employee Relations)
- John Dawe, Group Manager Democratic Services

#### Background Papers Used in the Preparation of the Report:

- Agendas and Minutes of Personnel Board meetings.