

Committee: Resources
Date: 26 June 2003
Agenda Item No: 4(i)
Title: Confirmation of Officers' Action : Golds Nurseries
Author: John Dickson (01799) 510300

Background

- 1 The Council's Financial Regulations covering Supplementary Estimates require that where underspends in a particular budget are recommended to be carried forward to the following year, or the use of the Council's ear-marked reserves are requested, then the approval of the Resources Committee is required. If this cannot be obtained before any commitment is entered into, the Chairmen of the Resources Committee and any other relevant Committee must be consulted, and any action taken subsequently confirmed by the Resources Committee.
- 2 The amount involved is a £50,000 increase in the budget for repairs at Gold's Nurseries for 2003/4 to be funded from the Council's reserves.
- 3 At the Environment & Transport Committee meeting on 10 June 2003 the Committee considered the report of the Housing and their Architectural Services Manager seeking Member approval to carry over £30,000 in the Golds Nurseries budget from the year 2002/03 to 2003/04 and confirmation of urgent action to increase the budget provisions for repairs by £50,000 to meet the Council's obligations. It was resolved that a progress report be submitted to the next meeting of the Committee, the Resources Committee be requested to approve the carrying forward of £30,000 as an earmark reserve for use for dilapidation work in 2003/04. The urgent action taken in consultation with the Chairmen for increasing the total budget by £50,000 to be funded from the Council's Financial Management Reserve.
- 4 Officers have consulted the Chairmen of the Environment and Transport and Resources Committees, and arrangements have been made for up to £50,000 to be made available from Reserves for this purpose and also the carrying forward of £30,000 as an earmark reserve for dilapidation work in 2003/4.

RECOMMENDED that the Committee confirms the action taken by Officers, in consultation with the Chairmen of the Environment and Transport and Resources Committees:

- (i) in making available a sum of up to £50,000 from the Council's reserves to fund the repairs at Gold's Nurseries;
- (ii) carrying forward of £30,000 as an earmark reserve for dilapidation work in 2003/4.

Committee: Resources

Date: 26 June 2003

Agenda Item No: 4(ii)

Title: Confirmation of Officers' Action : Revenue Services Best Value Review

Author: John Dickson (01799) 510300

Background

- 1 The Council's Financial Regulations covering Supplementary Estimates require that where underspends in a particular budget are recommended to be carried forward to the following year, or the use of the Council's ear-marked reserves are requested, then the approval of the Resources Committee is required. If this cannot be obtained before any commitment is entered into, the Chairmen of the Resources Committee and any other relevant Committee must be consulted, and any action taken subsequently confirmed by the Resources Committee.
- 2 Revenue Services are subject to a Best Value Review in 2003/4 and an external consultant has been appointed as the Critical Friend for this challenging review. It is anticipated that the costs will not be more than £1,300 and can be funded from the Best Value Review Reserve.
- 3 Officers consulted the previous Chairman of the Resources Committee, and authorisation approved for up to £1,300 to be funded from the Best Value Review Reserve for this purpose.

RECOMMENDED that the Committee confirms the action taken by the Officers, in consultation with the Chairman of the Resources Committee in the funding of up to £1,300 from the Council's Best Value Review reserve for the appointment of a consultant to act as Critical Friend for the Revenues Services Best Value Review.

Committee: Resources
Date: 26 June 2003
Agenda Item No: 4(iii)
Title: Confirmation of Officers Actions : Job Evaluation Scheme
Author: Carole C W Hughes (01799) 510407

Background

- 1 The Council's Financial Regulations covering Supplementary Estimates require that where underspends in a particular budget are recommended to be carried forward to the following year, or the use of the Council's ear-marked reserves are requested, then the approval of the Resources Committee is required. If this cannot be obtained before any commitment is entered into, the Chairmen of the Resources Committee and any other relevant Committee must be consulted, and any action taken subsequently confirmed by the Resources Committee.
- 2 The Job Evaluation scheme used to grade jobs within the authority was reviewed as part of Single Status negotiations. The review was a necessary part of Single Status to ensure work of equal value receives pay of equal value. Members will be aware that many authorities have had great difficulty implementing the 'Green Book' Scheme which has been time and cost expensive. Some have been successful, but for most it has been very disruptive, lowered moral and raised costs. Some authorities did not have job evaluation schemes in place or the schemes did not cover all staff.
- 3 The Uttlesford scheme was created by consultants KPMG well over 12 years ago. The scheme is used and valued and although it has some updating needs it is not considered to be out of synch with the organisation or too dated to be useful. Unison is involved in the evaluations of job descriptions and the system works well although it is recognised that it needs updating.
- 4 The Single Status team negotiated and agreed that instead of implementing a completely new scheme which would potentially be time consuming and costly and one that could also lower moral that the current scheme should be updated. The proposal was put to CMT and with CMT's approval KPMG were approached to investigate whether they could undertake the update on our behalf.
- 5 KPMG confirmed that they could undertake such a step and that they would take into account necessary updating of the scheme details and the reviewing from an equal opportunities point of view. They also

confirmed that they could update and train evaluators, that they would benchmark to enable the scheme could be seamlessly introduced and used. A seamless update is important as it is not the intention to re evaluate all jobs. The cost of the update is £10,000. An extra £2000 was budgeted for by the Head of Personnel to ensure any additional days of training could be provided.

- 6 Following the above the previous Chairman of Resources Committee, was consulted by Officers and authorisation obtained to fund from the Management of Change Reserve. As a consequence KPMG have been contracted to review and update the scheme at a cost of £12,000.

RECOMMENDED that the Committee confirms the action taken by Officers in consultation with the Chairman of Resources Committee is making available a sum of £12,000 from the Management of Change Reserve to fund the update of the Job Evaluation Scheme by KPMG.

Background Papers: Authority to spend signed by Cllr Caton
Job Evaluation Scheme