

DECISION MONITORING
EXECUTIVE MEMBER FOR HUMAN RESOURCES
AND DIVERSITY

DATE OF MEETING	ITEM AND DECISION	ACTION/ PROGRESS
4th January, 2006	<u>Learning Mentor Post for Looked After Children</u> <u>(Children's Services)</u> APPROVED the recruitment of one additional Learning Mentor for Looked After Children post.	Post Appointed.
28th June, 2006	<u>Urgent Care Unit</u> <u>(Adult Services)</u> APPROVED – (1) the disestablishment of the posts of intermediate care social worker (2) the establishment of 7.5 urgent care navigators and one additional full time post deputy leader	3 posts disestablished, post holders transferred over to care navigator posts. Remaining three posts to be advertised 3 rd August, 2006 closing date 18 th August, 2006. Interviews for Social Care Navigator on 07/03/07. Social Care Navigator appointed – awaiting clearances. Clearance received and start date arranged.

19th July, 2006	<u>Development of a Help Desk Service</u> <u>(Adult Services)</u> APPROVED - the establishment of one full time post of practice manager and three additional full time social worker posts and one senior practitioner.	Catherine Jones, Head of Service Older Adults Modernisation and Integration will give a verbal update at the Exec HR meeting on 28/03/07. Practice Manager post converted to a Senior Practitioner, interview 30 th May, 2007.
19th July, 2006	<u>Future Delivery of Family Support Services Within Social Care</u> <u>(Children's Services)</u> APPROVED - the disestablishment of 7.5 FTE posts within family support (on completion of the implementation of the Early Start Staffing Structure), together with the establishment of 1 FTE Day Care Coordinator post,.	Awaiting recruitment until the completion of the Early Start Programme. Programme still on-going.
11th October, 2006	<u>Specialist Social Worker/Care Manager – Mental Health Rehabilitation</u> <u>(Adult Services)</u> APPROVED – The establishment of the post of Specialist Social Worker/Care Manager Rehabilitation, on the basis detailed in the report now submitted.	Offer to the successful applicant was withdrawn on 12/03/07 due to the applicant not completing all the relevant clearance details despite several attempts to attain this information.

11th October, 2006	<u>Workforce Requirement for Learning and Development Unit to Support the Clients of Children's Services</u> <u>(Children's Services)</u> AGREED – To the establishment of a Management Support Officer (Scale 5) and Awards Administrator (fixed term contract September, 2006 to March, 2008) (Scale 3).	Management Support Officer Post filled. Awards Administrator Post filled.
1st November, 2006	<u>Creation of the Post of a Change Co-ordinator and Workforce Development Strategy Co-ordinator</u> <u>(Children's Services)</u> APPROVED – The establishment of a Children's Workforce Development Strategy Co-ordinator and a Children's Services Change Programme Co-ordinator.	Posts were advertised and poor response. New Director has requested these posts to be held and no further action taken to fill them pending the H.R review implementation.
13th December, 2006	<u>Print and Publishing Services Unit</u> <u>(Legal and Democratic Services)</u> APPROVED – (i) The merger of the current Images and Publishing Services Units within Legal and Democratic Services from 1 st April, 2007; (ii) The transfer of remaining Images staff and associated resources from Environmental Services to Democratic Services from 1 st April, 2007; and	Manager appointed. Graphics Technician held for redeployment no suitable candidate now to be advertised externally, closing date 5 th April, 2007. Appointment made successful candidate starting w/c 4 th June, 2007.

	(iii) The creation of posts of Print and Publishing Services Manager and Graphics Technician.	
13th December, 2006	<p><u>Civic Catering Staffing Review and Restructure (Environmental Services)</u></p> <p>APPROVED - The establishment of a new Head Chef post, the deletion of the existing Production Manager post and also NOTED the cessation of the fixed term Executive Chief post.</p>	<p>Advertised 09/01/07. Closing Date 25/01/07. Poor response readvertise 01/03/07. Closing date 15/03/07 Interviews 4th and 5th April, 2007.</p> <p>No suitable candidate (again). Currently employing an Agency Worker until further notice.</p>
31st January, 2007	<p><u>Markets Staffing Arrangements (Environmental Services)</u></p> <p>APPROVED – The proposals to change the markets’ staffing arrangements as now indicated in the report.</p>	<p>Retirement approved. Individual retires 03/05/07. Senior Market Officer now appointed.</p>

7th March, 2007	<u>Improving Parenting to Tackle Anti-Social Behaviour and Build Respect (Adult Services)</u> APPROVED – The appointment of a temporary Senior Parenting Practitioner for upto one year, subject to the satisfactory outcome of the evaluation process and two Parenting Support Officers for up to one year as detailed in the report.	Posts advertised internally. Closing date of Friday 9 th March, 2007. Senior Parenting Practitioner Post offered to Charlotte Meakin, subject to pre-employment clearances.
7th March, 2007	<u>Development Co-ordinator (Cultural Quarter)</u> <u>(Development and Regeneration)</u> APPROVED – The establishment of a fixed term post of Bolton Innovation Zone/ Cultural Quarter Development Co-ordinator as detailed in the report, subject to the satisfactory outcome of the evaluation process.	Post advertised appointment made with effect from 1 st June, 2007.
7th March, 2007	<u>Staffing Issues for Information Sharing and Assessment – Establishment of Post of Project Support Officer</u> <u>(Children's Services)</u> APPROVED – The establishment of a Project Support Officer.	The post will be advertised shortly.

7th March, 2007	<u>Parenting Strategy: Establishment of Post of Multi Agency Trainer (Children's Services)</u> APPROVED – The establishment of a fixed term Parenting Strategy Multi Agency Trainer post.	Recruitment process on hold due to considering applications from redeployees.
28th March, 2007	<u>Externally Funded Museum Service Development Posts (Adult Services)</u> APPROVED - The establishment of five North West Museums Hub Posts for a one year period and one permanent post of an Interpretation Officer.	Interpretation Officer closing date 15 th June, 2007.
24th April, 2007	<u>Lifelong Learning Unit Vacancy (Children's Services)</u> APPROVED - The appointment of a fixed term Learning Agreement Pilot Co-ordinator for up to one year, as detailed in the report.	Post gone to advert. Closing date 31 st May, 2007. Interviews arranged for week commencing 11 th June, 2007.
24th April, 2007	<u>In School Coaching Programme</u> APPROVED - The appointment of additional coaches to support the In School Coaching Programme, as detailed in the report.	Going to advert 7 June, 2007 (Primary Schools Sports Coach)

24th April, 2007	<u>Proposed New Structure for Highways and Engineering Senior Management</u> APPROVED – (i) the proposed structure for Senior Managers within the Highways and Engineering Services, as detailed in the report; and (ii) the appointment of a permanent Head of Highways and Engineering Development Services, as detailed in the report.	New Head of Service advertised 31/05/07. Closing date 14/07/07.
24th April, 2007	<u>Financial Support for Bicentenary of Abolition of Slavery</u> AGREED - To ratify the decision taken by the Valuing Diversity Working Party on 15th February, 2007 in respect of the financial support offered to the Bicentenary of Abolition of Slavery project.	
24th April, 2007	<u>Financial Support for Town Centre Quiet Room Project</u> AGREED - To ratify the decision taken by the Valuing Diversity Working Party on 15th February, 2007 in respect of the financial support offered to the Town Centre Quiet Room project.	Decision implemented.