

Minutes of: HUMAN RESOURCES AND APPEALS PANEL

Date of Meeting: 29 April 2021

Present: Councillor T Rafiq (in the Chair)
Councillors T Holt and S Smith

Also in attendance: Wendy Jackson Service Lead Quality Standards and Performance
Adrian Crook – Assistant Director Adult Social Care Operations
Simon Bagley – Head of Workforce

Public Attendance: No members of the public were present at the meeting.

Apologies for Absence:

HRA.1 DECLARATIONS OF INTEREST

There were no declarations of interest made at the meeting.

HRA.2 PUPIL PERFORMANCE DATA ANALYST

Wendy Jackson, Service Lead Quality Standards and Performance explained that the post of Data Analyst within the Pupil Performance Data Team was established as a one year, fixed-term post pending review within the restructure of the Education and Inclusion services in July 2019. The post was recruited to in March 2020. An extension has been granted to 30 June 2021 under an operational decision by the Executive Director of Children’s Service to enable the review to take place.

The Data Analyst post contributes significantly to the Council’s statutory responsibilities in relation to data collection from schools and our role in knowing the performance of all schools in the borough. In addition the post contributes to fulfilment of assessment service level agreements with schools. The lean service review of Traded Services has now been completed. The level of demand for the Data Service Level Agreements remains, despite this being the second year with no formal assessments due to the pandemic, and therefore there is a need to retain this full-time post.

In summary, the Data Analyst post enables:

- delivery of the LA’s statutory functions in relation to school performance including schools causing concern
- fulfilment of Service Level Agreements with schools and development of the offer
- the Data Manager to undertake work for the Directorate, wider services and regionally

The post also builds resilience in the team in relation to data analysis and the design/ formatting of bespoke data presentations.

The proposal within the report was that the post of Pupil Performance Data Analyst be made permanent within the structure of the Pupil Performance Data Team.

It was agreed:

That the post of Pupil Performance Data Analyst is established as a permanent post within the Education and Inclusion directorate.

HRA.3 HOSPITAL DISCHARGE SERVICE RESTRUCTURE AND ESTABLISHMENT

Adrian Crook presented a report setting out the proposed Hospital Discharge Service restructure and Establishment.

It was explained that the cost of the proposals will be met from recurrent budgets and require no additional expenditure.

It was agreed:

1. To create the following permanent posts

Role	Grade	FTE
Assistant Team Manager	14	2
Advanced Practitioner	13	1
Experienced Social Worker	12	4
Social Worker	11	4
Total		11

2. To delete the following temporary roles

Role	Grade	FTE
Fixed Term Advanced Practitioner	13	3
Agency Experienced Social Worker	12	4
Fixed Term Social Worker	11	1
Agency Social Worker	11	3
Total		11

3. That a later report establishing the Service Manager post, admin support and brokerage team be presented to the Panel

HRA.4 ESTABLISHMENT OF TRANSFORMATION POSTS IN INTERMEDIATE CARE, RAPID RESPONSE AND INTEGRATED NEIGHBOURHOOD TEAMS

Adrian Crook – Assistant Director Adult Social Care Operations explained that in December 2019 the Strategic Commissioning Board for Bury Council and NHS Bury CCG committed to the ongoing delivery of Bury’s Transformation Programmes; Rapid Response, Intermediate Care and Integrated Neighbourhood

Teams following demonstration of emerging evidence of success and demand reduction.

It was agreed:

1. That the following posts are established permanently

Intermediate Care

Post Name	Full Time Equivalent	Grade
Intermediate Tier Lead	1.0	COA
Experienced Social Worker	1.0	12
Social Care Officer	3.0	9
Wellbeing Practitioner Care Support Worker Level 2	6.0	7
Wellbeing Practitioner Care Support Worker Level 1	4.0	6

Rapid Response

Post Name	Full Time Equivalent	Grade
Experienced Social Worker	1.0	12
Social Care Officer	1.0	9
Wellbeing Practitioner Care Support Worker Level 2	5.68	7

Integrated Neighbourhood Teams

Post Name	Full Time Equivalent	Grade
Neighbourhood Lead	1.0	CO A
Experienced Social Worker	3.0	12
Newly Qualified Social Worker	1.0	11
Social Care Officer	3.0	9

2. That the following post be disestablished, both posts are vacant as the previous post holders now occupy the neighbourhood lead and intermediate tier lead posts above.

Post Name	Full Time Equivalent	Grade
Head of Service – Adult Social Care Operations	2.0	SM2

COUNCILLOR T RAFIQ
Chair

(Note: The meeting started at 1.00 pm and ended at 1.30 pm)