

EMPLOYMENT COMMITTEE – 2 DECEMBER 2010

SUMMARY OF CURRENT ACTION PLANS – IMPLEMENTATION UNDERWAY

Action Plan	Date Approved	Current Position	Next Steps	Max Compulsory Redundancies	Comments
Corporate Resources – Corporate Communications Review	July 2010	Consultation commenced 26.08.10 for 30 days. Selection process being undertaken for posts in the new structure.	Successful employees will be confirmed in post and unsuccessful employees will be notified and issued with notice of redundancy	Potentially up to 9 redundancies but voluntary redundancy offered as part of the action plan.	Transition to new structure from November 2010
Corporate Resources – Review of Health and Safety	16.11.10	Formal consultation commenced 16.11.10 until 17.12.10	Expressions of interests to be received for new posts by 10.01.11. Interviews to commencing w/c 17.01.11.	0 at present but could result in a redundancy if appointment to vacant post is not made	To be completed end of January 2011 with transition to new service from February 2011
Chief Executive’s Department – Review of Catering Hospitality	July 2010	Formal consultation commenced on 22.07.10 until 23.08.10 to delete one post	Post to be deleted and notice of compulsory redundancy issued	1 unless affected employee secures redeployment	Completion scheduled for 01.12.10
Chief Executive’s Department – Closure of East Midlands Council	June 2010	Phase 1 - Redundancy notices were given to 14 staff to finish 30.06.10.	Phase 2 - Will be a full review of the remaining structure around December 2010 for full closure in March 2011	Phase 1 - 10 employees left on redundancy (7 Compulsory / 3 voluntary) on	Closure of service March 2011

				30.06.10. 4 further employees were under notice of compulsory redundancy to leave 30.09.10. However, three redundancy notices were lifted as further funding was received.	
Adults and Communities – Personalisation (Care Pathway)	July 2010	Formal consultation commenced on 14.07.10 until 25.08.10 but was extended to 30.09.10 for further consultation. Counter proposals have been reviewed. A final Action Plan was issued on 15.11.10. Recruitment to start January/February.	Selection process for all affected staff to posts in the new structure to be conducted.	Potentially up to 91 but some reductions may be met through voluntary redundancy, voluntary reduction of hours and flexible retirement	Completion for June 2011
Adults and Communities – Management Review	July 2010	Formal consultation commenced on 14/07.10 until 25.08.10 but was extended to 30.19.10 for further consultation. Counter proposals have been reviewed and an action plan is currently being revised with a view to finalising mid November. Recruitment would start in December.	Selection process for all affected staff to posts in the new structure will be conducted	To be confirmed following the outcome of the selection process	Completion for June 2011

Adults and Communities – Admin and Clerical Review	12.05.10	<p>Formal consultation commenced on 18.05.10 until 22.06.10.</p> <p>All posts in current structure to be deleted.</p>	<p>Selection process for all affected staff to posts in the new structure has been completed but took longer than initially anticipated.</p>	<p>Up to 87 but it is not likely to result in as many as this following confirmation of appointments to the new structure. Current redundancy total is 33 and redundancy notices are being served. This number may reduce further if employees secure redeployment.</p>	<p>Transition to new structure from 15.11.10 until full implementation in December 2010</p>
Adults and Communities – In House care Service Revision of Terms and Conditions	July 2010	<p>Formal consultation concluded 27.08.10</p> <p>Revised terms and conditions issued and costs for accepted/not accepted terms and conditions.</p> <p>Phase 2 required to meet other savings requirements,</p>	<p>5/7 proposals to change terms and conditions accepted. Further work will be required to meet other savings requirements. Unions agreed to implement those agree to and further work for other savings,</p>	0	<p>Completed but next phase to achieve further savings. Further work required</p>
Adults and Communities – Review of Strategy and Commissioning	July 2010	<p>Formal consultation commenced on 14.07.10 until 25.08.10 but was extended to 30.09.10 for further consultation.</p> <p>Following counter proposals for the reviews of Management and Care</p>	<p>Selection process for all affected staff to posts in the new structure will be conducted.</p> <p>However, following the possible changes to the structure, an extension to the action may be</p>	Potentially 0 but to be confirmed	<p>Completion scheduled for June 2011</p>

		<p>Pathway, an action plan is currently being revised with a view to finalising mid November. However, this is unlikely to change the underpinning structure previously outlined in the Action Plan.</p> <p>The Performance Team has been removed as it is now moving to Corporate Resources.</p>	required.		
Adults and Communities – Day Centres (Merging of the Limes Day Centre and EPH Management)	September 2010	Consultation concluded week commencing 08.11.10	Day Centre and EPH management to merge	0	Completion end of 2010
Adults and Communities – Day Centres (Merging of Castle View and Loughborough)	September 2010	Consultation concluded 14.10.10 and final action plan has been authorised.	Estimated timescale for implementation end Jan 2011 but dependent on building work on the centre.	1 compulsory redundancy, 3 voluntary redundancies	Completion for January 2011
Adults and Communities – Day Centres (Merging of Curtis Weston Day Centre and EPH Management, and service reduction)	September 2010	Consultation concluded 28.10.10	Final action plan being authorised and estimated timescale for implementation is end of January 2011	1 compulsory redundancy, 1 voluntary redundancy and one member of staff who loses all day centre hours but has other FT job in LCC. Hours lost by other	Completion for January 2011

				staff to be confirmed in the light of these confirmed changes	
Adults and Communities – Reduction of Staffing (Bibliographical Services)	September 2010	Formal consultation commenced 17.09.10 for 30 days. Reduction in staffing consultation extended to 28.10.10 due to additional information being needed.	Office move early January 2011 and reduction in staffing to take effect from 31.03.11	Two applications for voluntary reduction in hours / flexible retirement accepted which will avoid any compulsory redundancies	Completion for March 2011
Adults and Communities – Streamlining Income Collection and Payments Processes Phase 2 (Welfare Rights)	13.10.10	Action plan released 13.10.10 with first consultation meeting. Consultation period commenced 13.10.10 for 35 days.	End consultation meeting to be held 30.11.10. Workshops have been held to explore other ideas around income maximisation. Selection process to commence thereafter.	14.19 FTE posts to be deleted, 7 different FTE posts to be created	Completion for April 2011
Adults and Communities – End of Renaissance Programme	15.11.10	Action Plan and consultation launched 15.11.10. Will be midway meeting on 29.11.10 with a view to closing consultation on 15.12.10	Issue notices of redundancy. External funding for Renaissance programme will cease 31.03.11	16 Deleted posts with potentially 14 compulsory redundancies	Completion for March 2011
Children and Young People’s Services – Student Finance Team – Restructure and closure	10.12.09	Formal consultation commenced 06.11.09 until 08.12.09.	Two phase process – initial redundancies and eventual closure of service in March 2011, with further redundancies for remaining staff.	3.8 FTE members of staff issued with compulsory redundancy notices. 2.8 FTE members of staff ended on	Closure of service March 2011.

			All affected staff have been placed on the redeployment register immediately due to the closure of the service.	31.03.10 and 1 FTE to transfer to Student Loan Company	
Children and Young People's Services – Review of Specialist Services (Localities)	19.07.10	Formal consultation concluded 16.07.10. New structure implemented 27.09.10.	Staff affected by cessation of day care issued with notice, to expire on 31.12.10.	Currently 21	Day care due to cease by 31.12.10
Children and Young People's Services – Closure of Extended Schools Remodelling Team	17.08.10	Formal consultation concluded 17.09.10.	One member of staff issued with redundancy notice effective from 30.09.10 until 31.12.10	1 compulsory redundancy	Closure 31.12.10
Children and Young People's Services – Review of Youth Services Phase 1	14.09.10	Formal consultation commenced 14.09.10 until 14.12.10. Additional meetings to discuss changes to terms and conditions commenced 05.10.10.	Expressions of interest for voluntary redundancy to be received by 03.12.10. Recruitment process will commence 05.01.11	Up to 30	Implementation for April 2011
Children and Young People's Services – Review of Outdoor and Residential Pursuits	September 2010	Formal consultation concluded 18.10.10 Meeting held with affected staff. Proposal to ring fence all posts to affected staff and	Ongoing discussion with staff to address concerns and to commence recruitment process	3 redundancies	New structure commences 8th February 2011

		not via primary/secondary route.			
Children and Young People's Services – Closure of Study Support	15.10.10	Formal consultation concluded 15.11.10	Redundancy notices to be issued for 31.12.10. Closure of service 31.03.11. Staff to be placed on At Risk Register.	5 redundancies	Closure March 2011
Children and Young People's Services – Review of School Improvement and Performance Service	15.11.10	Formal consultation concluded 12.11.10	Selection to be conducted for posts in the new structure following expressions of interest in December 2010.	8.52 redundancies	New service to be implemented April 2011
Children and Young People's Services – Review of Leicestershire and Leicester Learning Organisation	November 2010	Formal consultation commenced 08.11.10 until 07.12.10	Selection process for posts in new structure to be conducted and issue notices of redundancy.	Up to 5 FTE's	New service to be implemented April 2011
Children and Young People's Services – Review of School Admissions and Pupil Services	November 2010	Formal consultation commenced 15.11.10 until 14.12.10	Selection process for posts in new structure to be conducted	To be confirmed following consultation and selection	Completion for January 2011
Children and Young People's Services – Review of Arts in Education	15.11.10	Confirmed cessation of funding at a full Council meeting on 24th February 2010. Project Board set up in May 2010 to consider ways of sustaining dance and drama services in a	Formal consultation in progress from 17.11.10 until 10.12.10. Selection process to be conducted thereafter.	5.6 FTE's	Completion for April 2011

		different format. A decision was taken on 25th October that it was not viable and that Dance and Drama services should cease with effect from 31.3.11	Schools Policy to be used at Union's request. Termination dates will therefore be in line with TP&C document.		
Children and Young People's Services – Review of Family Information Service	June 2010	Formal consultation commenced 28.06.10 until 28.07.10	Compulsory redundancy for 1 FTE confirmed. Second employee is on long term sick but has been offered a temporary post. If employee does not return to work, notice of compulsory redundancy to be issued.	Currently 1 but 1 further redundancy to be confirmed and notice to be issued	New structure went live November 2011
Environment and Transport – Transformation of Highway Works Group Phase 2	12.07.10	Formal consultation commenced on 23/07/10 until 22/08/10	Selection process for Grade 12, 11 & 10 will be conducted	4.5 FTE posts to be deleted; however there may be more employees affected due to them being 'new' posts	Completion for February 2011
Notice Processing Unit – Office/Accommodation Strategy	Approved by Programme Board	Formal consultation commenced 11.01.10 until 10.04.10.	Next steps will be to issue contract variations to confirm change of base to County Hall from January 2011.	0	Move date January 2011
Family Placement Team – Office/Accommodation Strategy	Approved by Programme Board	Formal consultation commenced on 27.01.2010 until 26.04.2010.	Next steps will be to issue contract variations to confirm change of base to County Hall from 20.12.10.	0	Move date 20.12.10

Education of Children in Care – Office/Accommodation Strategy	Approved by Programme Board	Formal consultation commenced on 26.02.2010 until 17.06.2010.	Next steps will be to issue contract variations to confirm change of base to County Hall for 5 members of staff on 10.01.11. All other staff will be mobile and flexible workers with a locality base.	Likely to be 0	Move date January 2011
Locality Support Service – Office/Accommodation Strategy	Approved by Programme Board	Formal consultation commenced on 26.02.2010 until 17.06.2010.	Next steps will be to issue contract variations to confirm change of base to County Hall. Staff based at Station Avenue, Loughborough – moved on 1 st October 2010 Staff based at Comet Way, Coalville and Blaby – by January 2011	Likely to be 0	Move date January 2011
Specialist Teaching Service – Office/Accommodation Strategy	Approved by Programme Board	Formal consultation commenced on 26.03.2010 until 16.07.2010.	Next steps will be to issue contract variations to confirm change of base to County Hall from January 2011.	Likely to be 0	Move date January 2011

Adult Placement Service – Office/Accommodation Strategy	Approved by Programme Board	Formal consultation commenced on 21.04.10 until 19.07.10	Next steps will be to issue contract variations to confirm change of base to County Hall from 20.12.10.	Likely to be 0	Move date 20.12.10
Attendance Improvement Service-Office/Accommodation Strategy	Approved by Programme Board	Formal consultation commenced on 12.04.10 until 12.07.10 (for Gatehouse) and until 03.09.10 for the remaining locations	Next steps will be to issue contract variations to confirm change of base to County Hall from January 2011.	Likely to be 0	January 2011
Adaptations Team – Office/Accommodation Strategy	Approved by Programme Board	Formal consultation commenced on 26.04.10 until 19.07.10	Next steps will be to issue contract variations to confirm change of base to County Hall from 13.12.10	Likely to be 0	Move date 13.12.10
Teenage Pregnancy Team – Office/Accommodation Strategy	Approved by Programme Board	Formal consultation commenced on 21.04.10 until 19.07.10	Next steps will be to issue contract variations to confirm change of base to County Hall from 13.12.10	Likely to be 0	13.12.10
Health and Safety – Office/Accommodation Strategy	Approved by Programme Board	Formal consultation commenced 20.05.10 until 23.06.10	Next steps will be to issue contract variations to confirm change of base to County Hall from 13.12.10	Likely to be 0	Move date 13.12.10
North Leicestershire and Loughborough Coroner’s Service & Loughborough Registration Service – Office/Accommodation Strategy	Approved by Programme Board	Formal consultation commenced 02.08.10 until 30.10.10	Next steps will be to issue contract variations to confirm change of base to County Hall from January 2011, dependent upon refurbishment of Southfields Office at Charnwood.	Likely to be 0	Move date January 2011

School Food Service – Office/Accommodation Strategy	Approved by Programme Board	Formal consultation to commence 01.09.10 until 06.12.10	Next steps will be to issue contract variations to confirm change of base to County Hall from summer 2011 (exact date to be confirmed)	Likely to be 0	Move date Summer 2011
Direct Payments Support Service – Office/Accommodation Strategy	Approved by Programme Board	Formal consultation commenced 25.10.10 until 23.11.10	Next steps will be to issue contract variations to confirm change of base to County Hall from February 2011	Likely to be 0	Move date February 2011
Valuing People – Office/Accommodation Strategy	Approved by Programme Board	Formal consultation commenced 25.10.10 until 23.11.10	Next steps will be to issue contract variations to confirm change of base to County Hall from February 2011	Likely to be 0	Move date February 2011
Youth Offending Service – Office/Accommodation Strategy	Approved by Programme Board	Formal consultation commenced 01.11.10 until 30.11.10	Next steps will be to issue contract variations to confirm change of base to County Hall from May/June 2011	Likely to be 0	Move date May/June 2011