

## BUDGET MONITORING BOARD

ABERDEEN, 25 February, 2010 - Minute of Meeting of the BUDGET MONITORING BOARD. Present:- Councillor John Stewart, Convener; and Councillors Crockett (as substitute for Councillor Young), Donnelly (as substitute for Councillor Boulton), Greig, McDonald and Kevin Stewart.

### 1 MINUTE

The Board had before it the minute of its previous meeting held on 21<sup>st</sup> January, 2010.

**The Board resolved:-**

to approve the minute of the meeting held on 21<sup>st</sup> January, 2010.

### 2 VACANCY MANAGEMENT

The Board had before it a report by the Head of Human Resources and Organisational Development submitting information on a number of vacancies approved for advertising by the Corporate Management Team (CMT) and on posts for which CMT did not approve advertising at this time.

**The report recommended:-**

that the Board note the decisions of the Corporate Management Team.

**The Board resolved:-**

- (i) to note that the undernoted posts had been approved by the Corporate Management Team for external advertisement after scrutiny of each request namely:-
- (1) Accountant (1 full time permanent post)
  - (2) Health and Safety Manager (1 permanent full time post)
  - (3) Skills Development Officer (Young People) (1 full time fixed term post)
  - (4) Aquatics Co-ordinator (1 full time permanent post)
  - (5) Casual Adventure Aberdeen Tutors (as and when required)
  - (6) Casual Aquatics Teacher (as and when required)
  - (7) Dance Development Officer (1 part time permanent post)
  - (8) Head Coach (Swim Team) (1 full time permanent post)
  - (9) Library Assistants (13 part time fixed term seasonal posts)
  - (10) Nursery Nurse (2 part time fixed term posts)
  - (11) School Support Assistant (1 part time fixed term post)
  - (12) Seasonal Leisure Attendants (20 part time fixed term seasonal posts) – Recruitment Fair only

**BUDGET MONITORING BOARD**

25 February 2010

- (13) Cook in Charge (1 part time permanent post)
- (14) Estates Surveyor (1 full time permanent post)
- (15) Marketing Officer (1 full time fixed term post)
- (16) Contract Manager (2 full time posts, 1 being fixed term and 1 being permanent)
- (17) Control Room Operator (1 full time and 1 part time post, both posts being permanent)
- (18) Selections Clerical Assistant (1 full time permanent post)
- (19) Technical Officer (Quantity Surveyor) (1 full time permanent post)
- (20) Casual Assistant Support Worker (as and when required)
- (21) Social Worker (Adoption and Fostering) (1 full time fixed term post)
- (22) Depute Head Teacher (Primary) (4 full time permanent posts)
- (23) Depute Head Teacher (Primary) (1 part time permanent post)
- (24) Head Teacher (Primary) (2 full time permanent posts)
- (25) Principal Teacher of English and Literacy Faculty (Secondary) (1 full time permanent post)
- (26) Principal Teacher of Health and Wellbeing Faculty (Secondary) (1 full time permanent post)
- (27) Principal Teacher of ICT, Business and Enterprise Faculty (Secondary) (1 full time permanent post)
- (28) Principal Teacher of ICT and Mathematics Faculty (Secondary) (1 full time permanent post)
- (29) Principal Teacher of Language and Literacy Faculty (Secondary) (1 full time permanent post)
- (30) Principal Teacher of Modern Languages Faculty (Secondary) (1 full time permanent post)
- (31) Principal Teacher of Performing Arts Faculty (Secondary) (1 full time permanent post)
- (32) Principal Teacher of Pupil Support Faculty (Secondary) (1 full time permanent post)
- (33) Principal Teacher of Science Faculty (Secondary) (1 full time permanent post)
- (34) Specialist Teacher of Music (Primary) (1 full time fixed term post)
- (35) Teacher (Nursery) (1 part time fixed term post)
- (36) Teacher (Primary) (1 part time fixed term post)
- (37) Teacher (Primary) (3 full time fixed term posts)
- (38) Teacher ASN (Primary) (1 part time permanent post)
- (39) Teacher of Chemistry (Secondary) (1 full time fixed term post)
- (40) Teacher of Chemistry (Secondary) (1 part time fixed term post)

**BUDGET MONITORING BOARD**

25 February 2010

- (ii) to note that the Corporate Management Team had approved the undernoted posts for internal advertising only after scrutiny of each request namely:-
    - (1) Assistant Pensions Officer (1 part time permanent post)
    - (2) Committee Services Officer (1 full time fixed term post)
    - (3) Office Administrator (2 full time permanent posts)
    - (4) Pensions Officer (1 full time permanent post)
    - (5) Senior Pensions Officer (Benefits) (1 full time fixed term post)
    - (6) Assistant Cook (5 part time permanent posts)
    - (7) Cook in Charge (1 part time permanent post)
  - (iii) to note that the Corporate Management Team had granted approval to fill the post of Customer Service Advisor on a part time fixed term basis; and
  - (iv) to note that the Corporate Management Team had deferred advertising the posts of Customer Care Assistant, Health and Safety Adviser, Casual Library Assistant and Marketing Officer meantime.
- **JOHN STEWART, Convener.**