

BUDGET MONITORING BOARD

ABERDEEN, 30th October, 2009. - Minute of Meeting of the BUDGET MONITORING BOARD. Present:- Councillor John Stewart, Convener; and Councillors Boulton, Farquharson, Greig, McDonald, Kevin Stewart and Young.

MINUTE

1. The Board had before it the minute of its previous meeting held on 16th October, 2009.

The Board resolved:-

to approve the minute of the meeting held on 16th October, 2009.

VACANCY MANAGEMENT

2. The Board had before it a report by the Head of Human Resources submitting information on a number of vacancies approved for advertising by the Corporate Management Team (CMT), approved for assimilation only, and on three 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 have been approved by the Corporate Management Team for advertisement after scrutiny of each request namely:-
- (1) Rent Management Co-ordinator
 - (2) Rent Management Visiting Officer
 - (3) Team Leader (Customer Contact Centre)
 - (4) Visiting Officer
 - (5) Customer Service Adviser
 - (6) Customer Service Adviser (2 part time fixed term posts)
 - (7) Customer Care Assistant (part time fixed term)
 - (8) Active Schools Co-ordinator
 - (9) Community Learning Worker
 - (10) Nursery Nurse (part time)
 - (11) Supervisory Technician (School)
 - (12) Technician (Science – School)
 - (13) Breakfast Club Playworker (fixed term)
 - (14) Museum Assistant
 - (15) Assistant Selections Officer
 - (16) Authorised Officer (Technical Support)
 - (17) City Warden (9 posts)
 - (18) Public Analyst
 - (19) Selections Officer
 - (20) Senior Authorised Officer
 - (21) Systems Manager (Consilium)
 - (22) Care Assistant (2 part time posts)

- (23) Casual Family Centre Worker (part time as and when required)
 - (24) Family Centre Worker (2 part time posts)
 - (25) Social Worker (Adoption and Fostering) (part time)
 - (26) Social Worker (Children's Services) (up to 7 posts)
 - (27) Support Worker (Family Support Team) (part time)
 - (28) Depute Head Teacher – Primary (2 posts)
 - (29) Head Teacher – Primary (2 posts)
 - (30) Principal Teacher of English and Literacy Faculty - Secondary
 - (31) Principal Teacher of Social Subjects Faculty - Secondary
 - (32) Principal Teacher of Support for Learning
 - (33) Teacher – Primary (2 posts)
 - (34) Teacher – Primary (2 part time posts)
 - (35) Teacher of ASN (2 posts)
 - (36) Teacher of the Deaf (Hearing Support Service)
 - (37) Teacher of Gaelic – Secondary
 - (38) Teacher – Nursery (fixed term)
- (ii) to note the approval of advertising on an internal basis only of the undernoted posts –
- (1) Clerical Assistant/WPO
 - (2) Development Officer (Training)
 - (3) Customer Care Assistant (part time)
 - (4) Customer Care Assistant (fixed term)
 - (5) Officer Administrator (fixed term)
 - (6) Adult Learning Co-ordinator (part time)
 - (7) School Support Assistant (2 fixed term posts, 1 part time and 1 full time)
 - (8) Senior Support Assistant (fixed term)
 - (9) Cook (Sheltered Housing)
 - (10) Court Support Worker
 - (11) Domestic Assistant (Sheltered Housing) (part time)
 - (12) Clerical Assistant (Hospital) (fixed term)
 - (13) Clerical Assistant/WPO (Community Service Team) (fixed term)
 - (14) Clerical Assistant/Typist (part time fixed term post)
 - (15) Domestic Assistant (Children's Unit) (part time fixed term post)
 - (16) Family Centre Worker (fixed term)
 - (17) Senior Staffing Officer (fixed term)
 - (18) Support Assistant (part time fixed term post)
 - (19) Teacher of Design and Technology – Secondary (fixed term)
- (iii) to note the approval given by the Corporate Management Team for assimilation purposes only in respect of three posts of Customer Service Adviser and two part time posts of Customer Service Adviser;
- (iv) to note the approval given by the Corporate Management Team to the disestablishment of a vacant permanent post and conversion of an existing fixed term post to a permanent post of Support Assistant within the Commercial Team in the Housing and Environment Service; and
- (v) to note that the Corporate Management Team were not satisfied with the business cases put forward in respect of the following three posts and therefore permission was not given to advertise them, namely, Visiting Officer, Administrative Assistant (Staffing) (part time) and Policy and Development Officer (fixed term).

- **JOHN STEWART, Convener.**