

Agenda Item: 8
**REPORT OF THE CORPORATE DIRECTOR PLANNING, POLICY AND
CORPORATE SERVICES**
POST ELECTION ARRANGEMENTS – SUPPORT STAFF
Purpose of the Report

1. To seek approval of the proposed allocation of support staff to political groups following the County Council elections in May 2013.

Information and Advice

2. The County Council's political groups require different levels of administrative and research support depending on the number of County Councillors in each group and their responsibilities. The current level of support will need to be reviewed after the County Council elections this May to ensure each group receives the appropriate level of support.
3. The current staffing arrangements are as follows: -

| Group | Number of elected Councillors | Support Staff |
|------------------|--------------------------------------|---|
| Conservative | 35 | 1 senior researcher 1 personal assistant |
| Labour | 16 | 1 researcher 1 personal assistant |
| Liberal Democrat | 9 | 1 researcher/member support assistant |
| Independents | 7 | 1 researcher/member support assistant |

4. It is proposed to allocate support staff in accordance with the following principles following the election ('FTE' means Full Time Employee): -

| Number of elected Councillors in Group | Support Staff | Pay Grade |
|---|---|---------------------------------------|
| 0-4 | None | Up to 5 hours a week research support |
| 5-10 | ½ FTE researcher/member support assistant | 4 |
| 11-15 | 1 FTE researcher/member support | 4 |

| | assistant | |
|-------|---|--|
| 16-25 | <ul style="list-style-type: none"> • 1 FTE researcher • 1 FTE personal assistant | <ul style="list-style-type: none"> • A • 4 |
| 26 + | <ul style="list-style-type: none"> • 1 FTE senior researcher • 1 FTE personal assistant • 1 researcher if required | <ul style="list-style-type: none"> • C • 5 • A or 4 |

5. It is considered that ½ FTE is an appropriate level of support for groups with membership of between 5 and 10 in light of the need to reduce costs wherever possible. If further support is required on a long term basis this decision can be reviewed. If support is required on an exceptional basis then this will be provided from Democratic Services.
6. Although no specific support staff will be allocated to groups with 4 or less Councillors, Democratic Services will offer the necessary level of administrative support.
7. If the above proposals are confirmed the posts will be filled in accordance with the Council's HR policies and procedures.

Other Options Considered

8. Support staff could be allocated in accordance with the status of the group, for example majority group, main opposition group and so on. The proposal is considered a more equitable approach as each group will be allocated staff according to the number of elected councillors that require support. Administration Committee could decide to reduce or increase the overall level of support staff in the structure.

Reason/s for Recommendation/s

9. To ensure County Councillors are offered the appropriate level of officer support to carry out their role.

Statutory and Policy Implications

10. This report has been compiled after consideration of implications in respect of finance, the public sector equality duty, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATION/S

- 1) That following the County Council election in May 2013 support staff be allocated to the political groups in accordance with the principles set out in paragraph 4 of the report.

Jayne Francis-Ward
Corporate Director Policy Planning and Corporate Services and Monitoring
Officer

For any enquiries about this report please contact:

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Constitutional Comments (SG 05/04/2013)

11. The Committee is the appropriate body to decide the issues set out in this Report. Under its Terms of Reference the Committee has responsibility for approving the level and nature of support services for County Councillors.

Financial Comments (MB 08/04/13)

12. The cost of support staff for political groups can be met from the budget for Democratic Services.

Background Papers and Published Documents

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

Pay and grading scales for Nottinghamshire County Council staff are published on its website - <http://www.nottinghamshire.gov.uk/living/jobs/salaryscales/>

Electoral Division(s) and Member(s) Affected

All