

Appendix to the notes of 17th march 2025. Written questions and answers submitted

Promotions – What is the criteria, process, and timelines.

The Council don't have a promotion policy, where it is felt there may be appropriate internal interest the CEO will determine to advertise the post internally only. It is then open for all internal staff to apply. If there is not felt that there is internal interest and potential ability, then the post will be advertised externally at the same time.

Redundancy – Do we have a procedure in place covering, employee support, and any associated benefits?

If the Council were to make a post redundant, we do have a policy which outlines the redundancy package, these are in line with the ACAS model there is no additional benefits awarded on a redundancy, although this is an option that can be negotiated, especially if voluntary redundancy was being considered. Redundancies like early retirement have a degree of discretions around them and the Council has a scheme of pensions discretions that can be considered.

Cost Savings – What are the current initiatives and expectations for departments?

There are no expectations or initiatives in place outside of the budget process regarding cost cutting. The Council will always do its best on contracts and suppliers to find the best value. Our financial regulations cover this, but there are no targets for cost cutting. We work to the set budget or look to find external funds where projects may be outside of the budget.

Projects – What are the management processes. The management process will depend on the project. Having recently recruited to this post the member of staff has a background in project management. All projects, programmes etc are all planned out, resources allocated and although we don't have the PRINCE2 management software, the principals of project management are applied. The CEO meets every two weeks individually with all management team members where projects are discussed and progress monitored.

It was commented that where redundancies happen it is the post not the person that is made redundant and redundancies can have significant costs attached.

There was a brief discussion as to project management software, Agile was one suggested to be considered. It was also stated that the projects that the Council manage inhouse are seldom more demanding than Excel capabilities. Significant projects use project managers.