

ANGUS COUNCIL

RESOURCES AND CENTRAL SERVICES COMMITTEE – 11 MARCH 2004

LAW AND ADMINISTRATION DEPARTMENT ESTABLISHMENT

REPORT BY DIRECTOR OF LAW AND ADMINISTRATION

ABSTRACT

This Report recommends the establishment of 2 posts of Senior Solicitor and one part-time post of Word Processor Operator within the Department of Law and Administration, within the budget resources previously agreed by the Council.

1. RECOMMENDATION

It is recommended that the Committee agree to the establishment of 2 posts of Senior Solicitor Grade AP8 and one part-time post of Word Processor Operator within the Department of Law and Administration.

2. BACKGROUND

Reference is made to Article 9 of the minute of meeting of the Council of 18 December 2003 when it was agreed to approve the recommendations in Joint Report No 1473/03 by the Chief Executive and the Director of Finance regarding proposals for funding from provision made within the 2003/04 revenue budget to address increasing pressures on central support services arising from new legislation and Scottish Executive led initiatives. One of the bids for funding which was approved by the Council at that meeting was for a post of Senior Solicitor to provide additional legal support to deal with the increasing pressure on the Department from both service department projects/initiatives and new legislation.

In addition, as part of the budget for 2004/05, the Council agreed to resources being provided in the Law and Administration Department budget for a further post of Senior Solicitor and part-time post of Word Processor Operator. It is intended that this post of Senior Solicitor would deal with corporate legislation, including Freedom of Information, Data Protection, Human Rights, RIPSAs, new election legislation, Race Relations Act, Ethical Standards and Local Government in Scotland Act. In addition to this plethora of corporate legislation, the way the Scottish Parliament works means that there has been a huge volume of consultation papers, secondary legislation and statutory guidance. Work on these matters has previously been spread across the whole Legal Section with considerable responsibilities falling to the Director and Head of Service. This has resulted in matters of new corporate legislation not always receiving the detailed work which they merit and it is now proposed that this be carried out by the new post of Corporate Legislation Senior Solicitor together with the current Freedom of Information Solicitor.

With the increasing workload emanating from Council priorities and Scottish Executive initiatives over the past few years the word processing resources in the Department have also been considerably stretched. Funding was therefore provided in the budget for a further part-time post of Word Processor Operator.

3. PROPOSAL

This Committee is now requested to formally establish 2 posts of Senior Solicitor Grade AP8 and one part-time post of Word Processor Operator Grade GS3.

4. FINANCIAL IMPLICATIONS

The financial implications can be contained within the Department's 2004/05 revenue budget.

5. HUMAN RIGHTS IMPLICATIONS

There are no human rights implications arising from this Report.

6. CONSULTATION

This Report has been the subject of consultation with the Chief Executive, the Director of Finance and the Personnel Services Manager.

CATHERINE A COULL
Director of Law and Administration

No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information), were relied on to any material extent in preparing this report.

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