

Public

MINUTES of a meeting of the **CABINET MEMBER FOR COUNCIL SERVICES** held on 31 May 2016 at County Hall, Matlock

PRESENT

Cabinet Member – Councillor A Botham

46/16 **MINUTES RESOLVED** that the minutes of the meeting held on 9 May 2016 be confirmed as a correct record and signed by the Cabinet Member.

47/16 **PROPOSED CREATION OF NEW PROJECT MANAGER (PENSION FUND) POST IN THE PENSIONS ADMINISTRATION TEAM FOR A FIXED TERM OF 2 + 1 YEARS** Derbyshire Pension Fund had implemented a new pensions administration system on 1 December 2014. The Fund originally used the Axis system provided by Heywood and switched to Civica's UPM system. There were three main parts to the contract with Civica and all stages were originally planned to be completed by July 2015. However, a combination of factors had meant that by April 2016, 60% of the first stage had been completed and the further stages had yet to make any notable progress.

Work was ongoing with Civica, and with the other UPM users, to make progress. However, the business side of the project had been led by one Team Leader in the Pensions team alongside her substantive role. Further to this, the substantive role had been growing too, and was set to continue to expand further over the coming months.

It was recognised that the resource allocated to this project was not sufficient on the business side. Furthermore, the passage of time, as well as developments in the wider world, had meant that some fundamental aspects of the original project required review. It was proposed to create a fixed-term, full time UPM Project Leader post, distinct from the permanent establishment, and reporting direct to the Pensions Manager. The postholder would be responsible for reviewing the project plan, re-positioning the project as appropriate in negotiation with Civica, and driving the updated project plan to completion, thereby contributing significantly to the development of the Pension Fund's ongoing systems and communications strategies. The Team Leader post would return full time to its substantive duties.

The contract with Civica was to be either extended or terminated on 30 November 2018. The decision on this was required to be notified to Civica 180 days ahead of this date. It was proposed, therefore, to fix the term of the

proposed post at 2 years to complement this timetable, with the option of an extra year depending on the position at the time.

RESOLVED that approval be given to add the Project Manager (Pension Fund) post to the establishment of the pensions administration team.

48/16 **EXCLUSION OF THE PUBLIC** **RESOLVED** to exclude the public from the meeting during the consideration of the remaining items on the agenda to avoid the disclosure of exempt or confidential information.

SUMMARY OF PROCEEDINGS CONDUCTED AFTER THE PUBLIC WERE EXCLUDED FROM THE MEETING

1. To receive declarations of interest (if any)
2. To confirm the exempt minutes of the meeting held on 9 May 2016
3. To consider the exempt report of the Strategic Director Corporate Resources on Revisions to Cleaning Services at Anthony Gell School – Staffing Implications and Potential Compulsory Redundancy, Corporate Property (contains information relating to any individual)
4. To consider the exempt report of the Strategic Director Corporate Resources and Strategic Director Economy, Transport and Communities on the acquisition of land for the Pedal Peak Project (contains information relating to the financial or business affairs of any particular person (including the Authority holding that information))