

MAIDSTONE BOROUGH COUNCIL

COUNCIL

3 MARCH 2010

REPORT OF THE DEMOCRATIC SERVICES MANAGER

Report prepared by Janet Barnes

1. URGENT DECISIONS TAKEN BY THE EXECUTIVE

1.1 CABINET MEMBER FOR CORPORATE SERVICES

1.1.1 The Cabinet Member for Corporate Services agreed on 4 January 2010 that the decision set out below was urgent and needed to be actioned within the call-in period. In accordance with the Overview and Scrutiny Procedure Rules of the Constitution, the Mayor, in consultation with the Head of Paid Service and the Chairman of the Corporate Services Overview and Scrutiny Committee, agreed that the decision was reasonable in all the circumstances and should be treated as a matter of urgency and not be subject to call-in.

1.1.2 HR/Payroll Information System

To consider proposals to incorporate the Swale HR and Payroll information onto the iTrent system based at Maidstone Borough Council and to commence the delivery of a Payroll Bureau service to Swale from February 2010.

1.1.3 Decision Made

- a) That the information from the Swale HR and Payroll systems are moved onto the iTrent database hosted by Maidstone Borough Council.
- b) That Maidstone Borough Council takes on the provision of Payroll services to Swale Borough Council from February 2010.
- c) That the Payroll Clerk from Swale Borough Council be TUPE transferred to Maidstone Borough Council at the time that the full provision of service commences.
- d) That the license with MidlandHR for iTrent be extended for a further 7 years to enable the maximum benefit of the existing and future development of the system.
- e) That the provision of the Payroll to Swale is considered as part of the wider MKIP HR/Payroll Shared Service.

RECOMMENDED:

This report is for information only.

Background Documents

Record of Decision of the Cabinet Member for Corporate Services dated 4 January 2010