

the Grapevine

EAST RIDING OF YORKSHIRE COUNCIL'S STAFF MAGAZINE

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ISSUE 266

Tree-mendous response

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**EAST RIDING
OF YORKSHIRE COUNCIL**



Welcome

Firstly, I would like to wish you all a happy New Year and hope that you enjoyed Christmas.

Already, thoughts of the holiday period are fading as we focus on the real challenges facing the council. As I said in my joint Christmas message with the leader, I expect that 2012 will continue to be dominated by the continuing economic difficulties facing the country and the need to significantly reduce the public sector deficit.

Corporate management team is producing draft budget proposals for 2012/13 for consultation with all members and interested groups, including business rate payers' representatives, schools forum and trades unions.

A series of briefings and discussions on the budget will continue throughout January to develop the draft proposals for approval by full council in February.

The draft proposals have been prepared within the framework of the sustainable community plan and the council's medium term business plan 2011-15. This continues the council's established longer term; planned, strategic approach to dealing with the Government's funding reductions. The detailed budget will not be approved until February but I am confident that it will remain within the guidelines already established by the council.

A key part of this strategic approach remains the business transformation programme which has now identified savings of £9.1 million and it will be important to continue to develop this programme in 2012.

Meanwhile there is more positive news with the announcement just before Christmas of the approval of Government funding for the Beverley Southern Relief Road valued at £27m, which is a terrific boost to Beverley and the surrounding area. This follows the approval of improvements to the A164 between the Humber Bridge and Beverley at a cost of over £10m.

These long term investments contribute to the health of the local economy and these announcements together with the submission of Siemens planning application to Hull City Council in respect of a renewable energy manufacturing facility in Hull are key to improving the area's prospects.

Nigel Pearson, chief executive

Mark retires after 40 years

Farewell to Mark Ashton who has retired after 40 years of public sector service.

Mark started his career as a clerk with Beverley Borough Council in the surveyor's department in July 1971 before moving to Humberside County Council in 1974 as an accounts clerk for technical services.

He had a brief spell at Humberside College of Higher Education before returning

to the council where he has worked in a variety of senior roles – latterly with corporate resources.

Mark has served as a forward liaison officer for a number of years and as part of the council's flood relief work he was recognised and invited to attend a reception held by the Prime Minister at Downing Street in 2001.

He will be missed by all his colleagues.



MISSED: Mark Ashton

Customer Service Champion

Customers visiting the council's leisure centres have nominated members of staff as their Customer Services Champions.

Val Burman, a receptionist from Beverley Leisure Complex, was chosen as the overall winner for the leisure unit. Customers commented that Val was always approachable, very helpful and cheerful and nothing is too much trouble. She has a great attitude to customer service, is always ready to serve and does it with a smile.

Val was presented with a gift and all customer service champions across leisure were thanked for their excellent contribution to customer service.

Darren Stevens, head of culture and information,



said: "It is very important for us to strive for and recognise excellent customer service and the comments we received showed our customers really appreciate this."

OVERALL WINNER: Councillor Jane Evison and Val Burman, right

Volunteers needed to care for cats

Adjudication officer Andrea Mitchell is appealing for staff to give up some of their spare time to volunteer at charity Caring for Cats.

The charity is based in Market Weighton and they take in unwanted cats and kittens and find new homes for them but they rely on volunteers to help with the animals while they are there.

For more information, please contact Andrea on (01482) 394630 or email andrea@officebiz.co.uk



COMPETITION WINNERS – Grapevine Issue 264 – Jack and the Beanstalk tickets – Mark Grimes, technical officer, environmental control; Issue 263 – A Christmas Carol tickets – Jon Whyte, senior committee manager, democratic services; Issue 262 – New Year at The Spa Tickets – Vicky Bolton, local action officer and research officer, research group.

GOT SOMETHING TO CELEBRATE? Send your weddings/ retirements/new baby announcements to the grapevine@eastriding.gov.uk

COVER
STORY

Streetscene to the rescue after gales hit region

Like most parts of the country, the East Riding was battered by gale force winds last week, resulting in a number of trees and large branches blowing down and in some cases obstructing the road network.

Streetscene received dozens of calls from residents across the area to remove trees on highways and debris blighting village greens, schools and council properties.

Teams were on standby throughout the day and night to respond to calls and John Skidmore, head of streetscene services, said: "We fielded calls around the clock during the worst of the gales, some of which reached 60 to 70mph.

"The council continuously monitors the weather and has contingencies in place to deal with any situation which could arise.

"Teams were on standby at our depots

and responded quickly and decisively to around 40 incidents, mostly trees and large branches which had been brought down."

Nigel Robson, supervisor at Willerby Depot, said: "The ground maintenance team has worked flat out to make sure trees and debris are cleared quickly.

"On Thursday, some of the team worked their usual day shift but returned just after 8.30pm and worked through the night.

"Our planning has worked well and the team have worked brilliantly."



WORKING AROUND THE CLOCK:
Teams remove a fallen tree in South Cave
Images courtesy of Hull Daily Mail

Revised HR policies

Paternity leave policy and procedure

The maternity/adoption support leave policy and procedure has been updated to include the new additional paternity leave regulations 2010 that came into effect on 3 April 2011 and is now referred to as the paternity leave policy and procedure.

The original procedure is now referred to as ordinary paternity leave and a new additional paternity leave section has been added.

The additional paternity leave regulations 2010 allow the mother or adopter of a child to return to work without taking their full year's maternity/adoption leave and 'donate' the remainder of their leave entitlement to the eligible employee (the father, mother's husband, partner, civil partner or co-adopter).

They can take between two and 26 weeks paternity leave once the mother (or other adopter) has returned to work.

Some of this leave may be paid if taken during the maternity or adoption pay period.

This policy (F3) can be found on the HR policy section of the intranet.

Workplace drug and alcohol testing policy and procedure

The workplace drug and alcohol testing policy and procedure has been revised and put into the corporate format and reviewed for accuracy.

Minor amendments include that managers should discuss any concerns at the earliest opportunity with occupational health unit or HR and the employee and take appropriate action; confirmation that individuals will now be tested for both drugs and alcohol at the same time regardless of the reason for the test (reflects what currently occurs in practice); clarification of considerations should an employee test positive for a random or for cause test and a new appendix E has been added to deal with the referral of employees to occupational health for support.

This policy (L10) can be found on the HR policy section of the intranet.

Make your Chairman's Commendations nominations

Time is running out for staff to make nominations for the Chairman's Commendations.

The Chairman's Commendations are awarded to recognise individuals and teams in the council who have gone above and beyond the call of duty.

They can also be used to recognise staff who have excelled at something in their private life which has brought credit to themselves but they are not for people who have merely done their job.

Nominations are also being sought for the Chairman's Awards, which are split into five categories: community, built heritage, environment, business and sport.

The top nominees will be invited to the Chairman's Awards, which will take place at The Spa Bridlington in May.

For more information or to make a nomination visit www.eastriding.gov.uk/chairmansawards or ring Sarah Asquith, civic officer, on (01482) 393260.

The closing date for nominations is 31 January.



CHARITY HERO: John Henley's charity work saw him win a Chairman's Commendation last year

Funding boost for local nature reserves

The countryside access team has received a £25,000 funding boost from the SITA Trust.

The Trust provides funding through the Landfill Communities Fund for biodiversity projects which enrich nature and for community improvement projects.

James Taylor, countryside officer for the council, said: "Our Wolds Woodland Initiative Project is enabling us to improve the woods at three of the area's favourite nature reserves, Millington Wood near Pocklington and Danes Dyke and South Landing near Bridlington.

"Woodland work that is being undertaken includes the creation of woodland rides and glades, along with careful thinning and selective felling activities. The wood and its wildlife really benefit from this type of work. It creates an improved diverse age structure and generates different levels of light and shade across the wood which favours more species.

"Most importantly this work will assist in providing the best environment for UK Biodiversity Action Plan species and habitats, as well as our locally important flora and fauna."

The work at South Landing and Danes Dyke was carried out at the start of the winter and involved removing non-native



IMPROVING THE WOODS: James Taylor from the countryside access team with Nigel Lovel and his team at East Riding Arborists

sycamore trees from this Site of Special Scientific Interest (SSSI).

The woodland work was undertaken by local tree care specialists, East Riding Arborists. The majority of the felled timber and brash has been left on site, to provide excellent habitats for insects and small mammals in the years to come.

With this extra room to grow, species such as hawthorn and gorse will spread and colonise these areas, providing valuable cover and food for birds.

For more information, please contact James Taylor, countryside officer on (01482) 395208 or email james.taylor@eastriding.gov.uk

WIN

Win local photographer's book

Is there a wedding story that had you rolling down the aisle in stitches?

If so, you could be in with a chance of winning a new book 2,000 Weddings but no Funerals by local photographer Les Stubbs.

Grapevine has a signed copy of the book to give away to the person who sends us the funniest wedding story.

The winning entry could possibly appear in the follow up book.

As well as weddings, Les, who does freelance photography work for the council, is also commissioned by companies in the industrial and commercial sectors.

Les said: "I had the idea for the book a while ago when I realised I'd done about 2,000 weddings and had heard and seen funny things happen and thought it would be good to document them.

"While I have plenty of material

to write a second book, I would love to hear any other stories people have about funny events that have happened while at a wedding."

The book, 2,000 Weddings but no Funerals is available at local book stores as well as on Amazon, priced at £11.95.

To be in with a chance of winning the book, please send entries to grapevine.comps@eastriding.gov.uk and the closing date is 31 January.

Entries should be no more than 200 words and the winner will be printed in a forthcoming edition of Grapevine.



Business centres in the East Riding

The council's business centre meeting rooms provide the perfect location for corporate meetings of all types, including conferences, seminars, training sessions and regular meetings.

All business centres feature a range of equipment, such as video conferencing, flipcharts, Wi-Fi connection, overhead projectors which can be useful when setting up presentations, demonstrations and course training.

Each meeting room is very well organised with a clean and tidy surrounding, enabling guests to feel comfortable and relaxed for the duration of their visit.

Free parking and disabled parking is available at all the business centres and all meeting rooms are on the ground floor making access to the rooms accessible for everyone.

Refreshments can be available for £1.50 per person per serving which includes tea/coffee, water and biscuits and a further local catering menu can be provided upon request.

Bridlington renaissance development manager, Simon Melhuish, has used the business centres and he said: "They are an ideal location for some of our project board meetings as our consultants find them easy to get to either from the motorway or by train.

"We've also found the networked PC and projector invaluable as an aid to discussion by displaying plans and images without having to circulate printed copies."

Emergency planning manager, Alan Bravey, has also used the facilities and he added: "Excellent facilities in very convenient locations make them ideal meeting venues, particularly when hosting external organisations from across the area."

Assistant training and development officer, Jo Appleton, said: "The conference facilities are excellent.

"The rooms are comfortable and well equipped for meetings, IT presentations and training.

"The staff are always friendly and welcoming and always extremely helpful."

Dee Mitchell, local action group co-ordinator, also has praise for the centres.

She said: "The office facilities at the business centres are excellent for running our European funding programme.

"Staff are friendly, helpful and efficient and provide a brilliant service when running large meetings or holding interviews."

Room prices vary and for more information please contact the individual business centres.



Brough Business Centre
(01482) 666624



Market Weighton Business Centre
(01430) 803406



Goole Business Centre
(01405) 767654



Driffield Business Centre
(01377) 240940



East Riding Business Centre
(01482) 880460



Bridlington Business Centre
(01262) 401399



Outstanding Ofsted inspection

Staff and pupils at Market Weighton Infant School are celebrating after being judged as outstanding in a recent Ofsted inspection.

Inspectors visited the school at the end of November and were full of praise saying all groups of pupils achieve outstandingly well.

The report said: "The school's aim, for pupils to make their "first steps to tomorrow's world", is strongly evidenced in pupils' high attainment and excellent progress.

"Pupils are extremely well taught and the exciting and very active curriculum is particularly effective at accelerating boys' progress.

"The school gives pupils excellent care, guidance and support.

"As a result, pupils feel extremely safe, have excellent health awareness and make

an outstanding contribution to the school and local community."

Inspectors found there was good provision for nursery children and thought-provoking indoor activities for reception children excite their curiosity to learn through finding out for themselves.

They also said "outstanding leadership and management have generated an enthusiastic and highly effective staff team.

"The school is a vibrant learning community as a result.

"It demonstrates its outstanding capacity for sustained improvement."

Inspectors did make recommendations for further improvement by extending the opportunities for reception children to learn outdoors but acknowledged that the school had already identified this issue.

Mrs Sarah Kay-Wood, head teacher at Market Weighton Infants School, said: "We are thrilled with the report.

"It is an immense achievement and is a fitting reward for the dedication, commitment and expertise shown by the staff.

"Enjoyment and achievement are central to all we do.

"We are developing citizens for the 21st Century and the report rightly acknowledges that the school enables our children to take their "first steps to tomorrow's world" in line with our mission statement.

"A big well done to everyone associated with the school, both past and present, in supporting us on our journey from good to outstanding."



CELEBRATING SUCCESS: Teachers Rosie Leatham and Tracey Malthouse with pupils from Market Weighton Infant School

Waste collection team best in the country

The 250 bin men who empty the East Riding's 400,000 blue, brown and green bins are the best in the country.

The waste collection team has won a national award for the quality of the service they provide.

The team has been singled out nationally for the title of Best Overall Performer by the Association for Public Service Excellence (APSE), a not-for-profit local government body working with over 300 councils throughout the UK.

Nigel Leighton, director of environment and neighbourhood services, said: "To be measured against other councils across the country and come out on top is an incredible achievement.

"This is the second year running we have won this award, which proves it is not a flash in the pan but is based on consistency of service."

The team was judged on criteria which included cost and quality of service; tonnes of domestic waste recycled; the qualifications of the team members; and having the lowest average number of days lost due to absence.

APSE is the foremost specialist in



GREAT TEAM: Paul Tripp, group manager, left, and Nigel Leighton, right, director of environment and neighbourhood services, with their award-winning team

local authority front line services, including waste and refuse collection; parks and environmental

services; leisure; school meals; cleaning; housing and building maintenance.

Free weekend parking throughout January

Staff are reminded that free weekend parking in council car parks continues throughout January up to and including the weekend of 28/29 January.

The council has for the last three years operated a popular

scheme to waive weekend car parking charges in the run-up to Christmas, and this time it was decided to extend the arrangement to cover weekend parking for the whole of the three months November 2011 to January 2012.

As well as helping lighten the load for shoppers, the free parking is beneficial to traders at what is acknowledged to be a difficult time for the economy.

Parking charges are suspended from 8am on the Saturday to

8am the following Monday.

Pay and display machines in the council's car parks and on-street parking locations are marked to let people know there are no charges for these weekends.



Feedback policy update

Everything you need to know...

In September, the feedback policy which outlines how the council deals with complaints and compliments was reviewed and agreed by cabinet.

In the last five years, the number of complaints has fallen and response rates have improved. The 10 day response rate has increased from 91 per cent in 2006/07 to 96 per cent in 2010/11.

As part of the review, consultation was held with residents, members and officers.

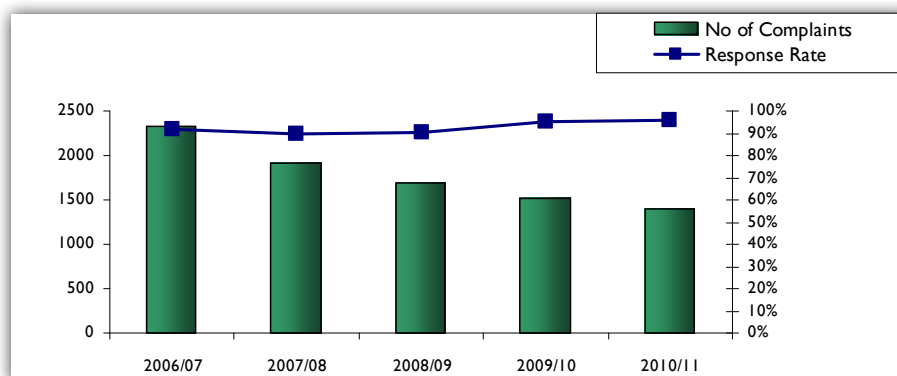
Key changes will include:

- A text messaging service will be set up to provide another way for customers to submit feedback. Details of the text message will come into the performance team, who will contact the customer for further details as well as logging the item onto the feedback system.
- An email address will be set up to allow members to send any formal feedback on behalf of customers. Responses will still be addressed to the customer and a copy of the response will be sent to the member.
- Service areas where 10 day response rates have been lower than 75 per cent over a period of at least two quarters will now be reported to the relevant director for investigation.
- The performance team will also be quality checking a sample of responses each month.



For further details on any of the policy changes, contact Clare Marson (01482) 395303 or Emma Thompson on (01482) 391437.

A copy of the full feedback policy can be found on the intranet.



DID YOU KNOW...?

Deputy investigating officers – A list of deputy investigating officers have been identified. Deputies will be responsible for responding to customers when investigating officers are absent. The feedback monitoring officer will liaise with the deputy and close down feedback items on their behalf.

Vexatious complaint procedure – The term “vexatious” has been changed to unreasonable and the procedures for dealing with these complaints have been re-written. Heads of service will now be responsible for the investigation and review of unreasonable complaint cases. Directors will be responsible for authorising the use of the

unreasonable procedure, informing the customer of the final decision and authorising the removal of any restrictions. For further details refer to the policy.

Training – Refresher training on the use of the feedback system is available for any investigating officer. The guide which explains how to close items down has also been updated and can be found on the intranet.

Investigating officer posters – To help increase staff awareness of investigating officers, a poster showing the contact details for investigating officers in each service area is now available on the intranet.

YOUR FEEDBACK MONITORING OFFICERS ARE:

Children, family and adult services – Christine Benson (01482) 396422.

Educational and support services – Lisa Binks (01482) 396558.

Partnership services – Nichola Shaw (01482) 394295.

Corporate resources, environment and neighbourhood services, planning and economic regeneration and policy, partnership and improvement – Clare Marson (01482) 395302.



The following significant items of general interest were discussed at the corporate management team (CMT) meeting. Any queries should be raised through your line manager

12 December 2011

'Caring for our future' Department of Health consultation

The council has responded to the 'caring for our future' national consultation exercise run by the Department of Health, which closed on 2 December.

The council's adult services held two consultation events in October and November and a number of key issues were noted, including the need for great transparency and leadership as well as a need for an increase in both the capacity and capability of the workforce.

Information gathered from the national consultation will help the Government determine the priorities for social care reform and will inform the proposed Adult Social Care Reform White Paper due out in Spring 2012.

Procure to Pay (P2P)

CMT has been updated on the implementation and roll out of the P2P system as well as details of P2P developments, transaction volumes, savings and training that has been carried out.

All elements of the P2P system are now live, including e-ordering, goods receipting, e-invoicing and e-payment processes, with 27 services now using P2P.

CMT continues to endorse P2P and is committed to supporting its roll out across all directorates.

Budget consultation

CMT would like to thank all members of staff for their continued support and assistance over the consultation on the budget for 2012-2013.

Four events have been held over the past few weeks designed to provide information about the council's spending needs and to ask those involved to give their views on issues that are a priority to them, with the results considered as part of the budget process for the next financial year.

19 December 2011

From Care2Work Quality Mark

The council's pathway team has been given a national award in recognition of the work they do to help looked after people and care leavers in work.

The team were awarded the From Care2Work Quality Mark for the work they do to improve the employability skills and opportunities for looked after young people once they leave care and enter the working world.

From Care2Work is a national project which aims to improve employability outcomes for young people leaving care, by creating employability opportunities with national employers and sharing good practice between local authorities.

Procurement Audit – Chartered Institute of Purchasing Supply (CIPS)

Procurement services have again been successful in achieving re-certification from the Chartered Institute of Purchasing and Supply (CIPS). This structured external assessment gives the council, its stakeholders, internal customers and the procurement service team the assurance that is operating at best practice levels, alongside the world's leading procurement supply management organisations.

CIPS certification standard is valid for three years. After this time, for organisations to sustain the standard of purchasing and supply management excellence, it is necessary to undertake a re-certification audit. The audit ensures that strategically important areas are consistently reviewed and includes additional key areas, vital for the effective performance of the procurement and supply management team. There will be a formal presentation of the award by CIPS in the New Year.

Room bookings at East Riding venues

Goole Museum

This homely function room allows space for 15 delegates and provides easy access thanks to its lift and disabled toilet facilities.

The venue is open at various times from Tuesday to Saturday and provides visitors with a selection of technical support, including a whiteboard, a flip chart, a slide projector and an OHP.

Parking is free and located approximately three minutes away from the venue. There are no time restrictions.

This venue is suitable for meetings, training sessions and small conferences and seminars. Refreshments can be organised prior to the event.

Peter Appleyard, custodian of the Goole Museum, said: "The staff are very friendly here."



"They will do everything they can to make your visit a pleasant one."

"The room is spacious and has a calming ambience, perfect for team talks and relaxed meetings."

Cheeseboard and onion tart

East Riding residents are sending around 25 per cent of their food waste to landfill.

A bit of planning and much of that waste, both of food and money, could be prevented.

One way is to plan meals in advance.

Another is to find ways of using up leftovers.

Thrifty ways with leftovers include casseroles, pies and waste-free packed lunches.

This recipe uses up leftover Christmas cheese. It is tasty, simple and makes a change.

Method

1. Preheat the oven to 200°C/180°C fan or gas mark 6.
2. Put the flour, butter and salt into the bowl of a food processor, pulse until the mix looks like fine crumbs. Splash in 4 tbsp cold water and pulse to a dough. Turn dough onto a lightly floured surface, shape into a smooth disc, then wrap and chill for at least 10 minutes.
3. Roll pastry out on a floured surface until large enough to line a 23cm loose-bottomed tart tin. Line the tin with the pastry, leaving any excess pastry overhanging. Line with baking paper; fill with baking beans and bake on a baking sheet for 15 minutes. Take out the paper and beans, then bake for a further 10 minutes until pale



RECIPE

Send us your recipes

The council is a keen promoter of reducing food waste. See www.target45plus.org.uk for tips and hints. For more information, contact waste and recycling officer, Jonathan Crozier.

Ingredients:

For the pastry

- 250g plain flour, plus extra for rolling
 - 125g butter, cold and cubed
 - ½ tsp salt.
- Alternatively, buy a packet of short crust pastry and follow only numbers 4 and 5 of the method below.

For the filling

- 2 onions, sliced into rings
- 1 tbsp oil
- 2 eggs
- 284ml pot of double cream
- 250g cheese. Any will do. A mix of creamy, blue and cheddar cheese work well.

golden and cooked.

4. While the pastry cooks, soften the onions in the oil over a medium heat for 10 minutes until golden. Beat the eggs and cream together, then season to taste.
5. Crumble up the hard cheeses and chop or tear the creamy cheese into small pieces. Scatter the cheese into the pastry case, add the onions and pour in the egg mix. Turn the oven down to 160°C/140°C fan or gas mark 3 and bake for 40 minutes until set and lightly golden.

FACT OR FICTION Jonathan Crozier, waste and recycling officer, offers a few facts on expiry dates:

- Food can be eaten up to the end of the 'use by' date, but not after that, even if it looks and smells fine.
- It is illegal for shops to sell goods which are beyond their 'use by' date.
- 'Best before' refers to quality rather than food safety. When the date is passed, the food won't be unsafe but might begin to lose its flavour and texture.
- One exception is eggs – never eat eggs after the 'best before' date.
- Ignore 'sell by' or 'display until' as they inform shop staff how long to keep goods on the shelf.

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The Spa BRIDLINGTON

Coming soon

Random Dance Co

Thursday, 26 January, 7.30pm

Spa Theatre, £12 adult / £10 conc, £10 discounts available for school parties



Wayne McGregor's anatomy-defying choreography and ground-breaking approach across dance, science, film, music, visual art and technology has fuelled a string of truly unique works. FAR is no exception.

Inspired by the controversial Age of Enlightenment, FAR mines an era that first placed A Body in Question. Ten incredible dancers confront the distortions, sensuality and feeling of the 18th century's searing contemporary sensibility to a new haunting score by the critically-acclaimed composer Ben Frost.

Staged in a mesmerizing environment of shadow and light (rAndom International, Lucy Carter), object and film (Moritz Junge, Ravi Deepres), FAR binds cutting edge design with choreography made from a radical cognitive research process.

An Afternoon of Viennese Delights

Sunday, 29 January, 2pm

Spa Royal Hall, £15 adult / £12 conc

The perfect way to mark the start of 2012. Light-hearted, entertaining and uplifting, Manchester Camerata's much-loved Viennese New Year afternoon concert is a perfect event for the family. Featuring a sparkling array of waltzes, polkas and songs, conducted by Stephen Bell and featuring acclaimed mezzo soprano Jane Irwin. The toe-tapping music will send you home with a spring in your step.

Pre-theatre lunch is available at 1pm for £9.95.

For further information or to book tickets, call The Spa Box Office on (01262) 678258 or visit www.TheSpaBridlington.com



Book online

Hand pick and book your seat for any Spa event online now at: www.TheSpaBridlington.com



Core modules

If you are managing staff there are workshops which are specifically designed around East Riding principles and practices which are recommended to you.

Select the order of the workshops according to your priorities to ensure that you have the knowledge to manage with confidence and get the most from your team.

These core modules are one part of Leadership for Excellence and once you have completed those you should select the appropriate pathway for your future development as a manager, as follows:

New manager – have just achieved a management/supervisory position whether recruited into or promoted within.

Established manager – in a management position for more than a year.

Experienced leader – in a senior role within the authority.

By following the link below, you will find everything you need to know about your chosen topic such as policy, frequently asked questions and helpful internet sites.

<http://insight.eastriding.gov.uk/directorates/cr/hr/traindev/leaderexcel/pathways/>

Please bookmark this page for easy access in the future.

Calling all managers and leaders – latest member and management development news Programme for January – March

Course title and pathway	Date	Time	Venue
*Presentation Skills for Managers – Established Manager	20 January	9.30am-4pm	Council Chambers, Skirlaugh
How To Manage Using Effective Communication – Established Manager	26 January	9.30am-12.30pm	Council Chambers, Skirlaugh
Managing Change – Established Manager	30 January	9.30am-12.30pm	Council Chambers – Skirlaugh
Managing Performance and Capability – Core	2 February	9.30am-12.30pm	Council Chamber – Skirlaugh
Employee Development Review – Core	3 February	9.30am-12.30pm	Training Room – Skirlaugh
*Recruitment and Selection – Core	14 and 15 February	9.30am-4.30pm	Sewerby Halls and Gardens – Bridlington
Managing Equality and Diversity – Core	29 February	2-5pm	Council Chamber – Skirlaugh
Political Awareness – Core	5 March	10am-1pm	Council Chamber – Skirlaugh
Managing High Performance Teams – Established Manager	5 March	9.30am-12.30pm	Council Chamber – Skirlaugh
Questioning Techniques – Established Manager	8 March	1-2pm	Council Chamber – Skirlaugh
Health and Safety Overview for Managers – Core	8 March	9.30am-12.30pm	Training Room – Skirlaugh
*Foundation Certificate in Management Practice for Aspiring First Line Managers – Overview – New Manager	9 March	9.30am-4.30pm	Council Chamber – Skirlaugh
Managing Performance – Established Manager	14 March	9.30am-12.30pm	Council Chamber – Skirlaugh
Preparing and Undertaking Workplace Investigations – Core	15 March	9.30am – 12.30pm	Council Chamber – Skirlaugh
Coaching – Established Manager	21 March	9.30am – 12.30pm	Training Room – Skirlaugh
Attendance Management - Core	29 March	9am – 1pm	Bishop Burton - College

There are only a few places left on some of the above workshops so book now using the link below to view these and other workshops available on the Leadership for Excellence Programme. Bookmark the site for ease of access in the future.

<http://insight.eastriding.gov.uk/directorates/cr/hr/traindev/leaderexcel/pathways/>

* Lunch will be provided

Port control and how it will affect PC users

Due to the significant risk to the council, and the known consequences associated with the loss, theft or unauthorised access of council information, port control is being rolled out across the authority. Every PC, laptop and tablet will be set automatically set to allow USB ports and CD>DVD drives to be only read from but not written to.

This means staff will not be permitted to save data onto devices that are not encrypted, this safeguarding the council's data.

The roll-out of port control will start this month.

Discussions have been held with each directorate management team detailing how this may affect the way staff work. In the majority of cases, staff will not notice

any difference at all.

However, recognising that there may be exceptions and there is a strong business case to write information to an unencrypted device, write access will be permitted only with director approval. Further information and frequently asked questions can be found on the intranet at <http://insight.eastriding.gov.uk/port-control>

ONLINE

The quickest way to apply is online at www.recruiteastriding.co.uk where full job details are available

CONTACT US

East Riding of Yorkshire Council recruitment services team on (01482) 391238

This council is pursuing equality of opportunity in employment. The council is committed to safeguarding and promoting the welfare of children and vulnerable adults



DEADLINES: Next issue 23 January 2012. Job advertising deadline 16 January at 5.30pm.

External COUNCIL JOBS For further details and to apply for these jobs visit: www.recruiteastriding.co.uk

Teacher of Percussion MPS

Part-Time Fixed Term Beverley
Post No: IML0287-12/11
Closing Date: 24.1.12

Performance Manager - Adults £41616 (point 49) + on-call allowance

Full-Time Permanent Beverley
Post No: ADS0023-12/11
Closing Date: 24.1.12

Senior Facility Manager - South Cliff Caravan Park £29236 (point 35)

Full-Time Permanent Bridlington
Post No: CUL0604-12/11
Closing Date: 24.1.12

Specialist Social Worker - Mental Health £29236 (point 35) - £31754 (point 38) with AMHP qualification

+ essential user car allowance
Full-Time Permanent Bridlington
Post No: ADS0724-12/11
Closing Date: 24.1.12

Senior Transport Policy Officer £29236 (point 35)

Full-Time Permanent Beverley
Post No: AST0014-12/11
Closing Date: 18.1.12

Renaissance Co-ordinator £29236 (point 35)

Full-Time Temporary Hornsea
Post No: PED0042-12/11
Closing Date: 25.1.12

Facility Manager - Foreshores £23708 (point 28)

Full-Time Permanent Various Locations
Post No: CUL1000-12/11
Closing Date: 24.1.12

Rehabilitation Officer

£23708 (point 28) pro rata
+ essential user car allowance
Part-Time Permanent Workbase to be agreed
Post No: ADS0442-11/11
Closing Date: 16.1.12

Property Officer

£21519 (point 25)
Full-Time Permanent Beverley
Post No: AST0050-12/11
Closing Date: 24.1.12

Vehicle Technician

£19126 (point 21)
Full-Time Permanent Goole
Post No: INF0021-12/11-12/11
Closing Date: 24.1.12

Community Nursery Nurse

£19126 (point 21) pro rata
Part-Time Fixed Term Beverley
Post No: INS1171-12/11
Closing Date: 17.1.12

Assistant Property Officer

£16830 (point 17)
Full-Time Permanent Beverley
Post No: AST0035-12/11
Closing Date: 24.1.12

Family Support Worker

£16830 (point 17)
Full-Time Permanent Beverley
Post No: INS0884-12/11
Closing Date: 17.1.12

Family Support Worker

£16830 (point 17) pro rata
Part-Time Permanent Beverley
Post No: INS0791-12/11
Closing Date: 17.1.12

Groundspersons - Levels 1 & 2

Level 1 - £12787 (point 7)
Level 2 - £15725 (point 14)
Full-Time Seasonal Various Locations
Post No: GROUNDSPPOOL
Closing Date: 18.1.12

Assistant Property Officer

£14733 (point 11)
Full-Time Permanent Beverley
Post No: AST0026-12/11
Closing Date: 24.1.12

Aerobics Coach

£11.15 per hour (point 25)
+ market supplement
Part-Time Temporary Beverley
Post No: CUL0512-12/11
Closing Date: 18.1.12

Relief Care Officer

£9.91 per hour (point 21) + sleep-in allowance
Casual Bridlington & Pocklington
Post No: CCS0110-12/11
Closing Date: 24.1.12

Library Assistants (3 Posts)

£8.15 per hour (point 14)
Part-Time Permanent Bridlington
Post No: CUL0337-8-45-11/11
Closing Date: 25.1.12

Teaching Assistant - Level 2

£8.15 per hour (point 14)
Part-Time Permanent Beauford
Post No: INS0858-12/11
Closing Date: 18.1.12

Tone Zone Instructors (2 Posts)

£8.15 per hour (point 14)
Part-Time Temporary Beverley
Post No: CUL0516-12/11
Closing Date: 18.1.12

Gymnastics Instructor

£8.15 per hour (point 14)
Part-Time Temporary Anlaby
Post No: CUL0580-12/11
Closing Date: 25.1.12

Customer Services Assistants - Wetside (2 Posts)

£7.63 per hour (point 11)
Full & Part-Time Temporary Beverley
Post No: CUL0530-12/11
Closing Date: 18.1.12

Caretaker

£7.04 per hour (point 9)
Part-Time Permanent Pollington
Post No: INF1287-12/11
Closing Date: 27.1.12

Catering Assistant

£6.62 per hour (point 7)
Part-Time Permanent Hornsea
Post No: CUL0814-11/11
Closing Date: 24.1.12

School Crossing Patrols

Part-time
£7.04 per hour (point 9)
Required on a term-time only basis at:

Snaith Pontefract Road
Leven Outside School
Anlaby Hull Road PM
South Cave Market Place

Full uniform and training are provided.
We also seek standbys for all sites.

For an informal discussion please contact Margaret Milburn, school crossing patrol officer, tel (01482) 395704.
Application pack available by telephoning (01482) 391202 - 24 hour job line or visiting www.recruiteastriding.co.uk Post No: INF0073.

Applying for East Riding of Yorkshire Council jobs

ONLINE

The quickest way to apply is online at www.recruiteastriding.co.uk where full job details are available

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External COUNCIL JOBS For further details and to apply for these jobs visit: www.recruiteastriding.co.uk

Toilet Attendant/Cleaner

£6.62 per hour (point 7)

Part-Time Permanent Bridlington
Post No: INF0814-12/11
Closing Date: 27.1.12

Chargehand Cleaner

£6.62 per hour (point 7)

Part-Time Permanent South Cave
Post No: INF0232-12/11
Closing Date: 27.1.12

Cleaners (2 Posts)

£6.29 per hour (point 4)

Part-Time Temporary Driffield
Post No: INF1239-12/11
Closing Date: 27.1.12

Cleaners

£6.29 per hour (point 4)

Part-Time Permanent Snaith
Post No: INF0222-12/11
Closing Date: 27.1.12

Cleaner

£6.29 per hour (point 4)

Part-Time Permanent Beverley
Post No: INF0248-12/11
Closing Date: 27.1.12

Cleaner

£6.29 per hour (point 4)

Part-Time Permanent Beeford
Post No: INF1288-12/11
Closing Date: 27.1.12

Cleaner

£6.29 per hour (point 4)

Part-Time Fixed Term Skidby
Post No: CUL0868-1/12
Closing Date: 15.1.12

Sewerby Hall and Foreshores Recruitment Pool

Various hourly rates

Full & Part-Time Seasonal Sewerby & Foreshores
Post No: BRIDPOOL-12/11
Closing Date: 15.1.12

HOW TO APPLY FOR JOBS ONLINE

Visit the recruiter website at:
www.recruiteastriding.co.uk



Applying for a job through the council's recruiter website couldn't be easier. The site shows every East Riding of Yorkshire Council job currently available. You can search and apply for jobs online 24 hours a day, seven days a week.

Follow these simple steps to find and apply for jobs on the recruiter website:

- 1 Go to the recruiter website: www.recruiteastriding.co.uk
- 2 Log in or register with the recruiter site at the top right of the screen
- 3 Use the 'quick job search' form to find a job you are interested in. Full job details and information is given for each job on the site
- 4 Click on the 'apply for this job' at the bottom of the job description and fill in the online form. You can save your progress on any job application and continue with it any time you like.

Internal COUNCIL JOBS For further details and to apply for these jobs visit: www.recruiteastriding.co.uk

Workshop Manager - Vehicle Maintenance Unit

£29236 (point 35)

Full-Time Permanent Beverley
Post No: INF0026-12/11
Closing Date: 24.1.12

SCHOOL BASED JOBS For further details and to apply for these jobs visit: www.recruiteastriding.co.uk

Higher Level Teaching Assistant (P/T) £21519 (point 25) pro rata BUBWITH

The Governors of Bubwith Primary School seek an experienced, talented and committed individual to join our team. The school is outstanding and has happy, well-motivated children and dedicated staff. Duties include working alongside class teachers to support learning activities, working with groups and individual pupils. For three afternoons per week you will provide planning, preparation and assessment time for teachers, and will be responsible for classes. Our school values the work of support staff and is committed to professional development. Visits to the school are welcome by appointment and can be arranged by contacting the school office. Bubwith Primary School is committed to safeguarding children and appointment to the post is subject to an enhanced CRB check.

Hours: Tuesday, Wednesday and Thursday, 8.30am - 4.00pm, term-time.

Application form and further details available from the school office, tel (01757) 288261 or email bubwith.primary@eastriding.gov.uk
Post No: BUBHLTA. Closing Date: 20.1.12.
Interview Date: 26.1.12.

School Business Manager (P/T)

£19126 (point 21) pro rata BUBWITH

The Governors of Bubwith Primary School seek an experienced and self-motivated individual to support the Headteacher and Governing Body in the smooth running of the school's administration and finance. You will have:

- excellent communication and interpersonal skills
- excellent IT skills
- financial management experience within a school

ONLINE

The quickest way to apply is online at www.recruiteastriding.co.uk where full job details are available

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SCHOOL BASED JOBS

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www.recruiteastriding.co.uk

setting - however applicants with financial management experience in commerce will also be considered

- knowledge of human resource issues
- a working knowledge of SIMS
- an ability to work under pressure.

Visits to the school are welcome by appointment and can be arranged by contacting the school office. Bubwith Primary School is committed to safeguarding children and appointment to the post is subject to an enhanced CRB check.

Hours: 8.15am - 4.00pm, Monday to Friday term-time.
Application form and further details available from the school office, tel (01757) 288261 or email bubwith.primary@eastriding.gov.uk Post No: BUBSBM. Closing Date: 20.1.12. Interview Date: 25.1.12.

Home School Liaison Worker (P/T Temp)

£9.91 per hour (point 21)
STAMFORD BRIDGE

The Wolds Cluster of schools seek an energetic and committed individual who is passionate about improving outcomes for children and families. Working in partnership with schools within the cluster, you will identify need and offer support services to children and their families. Dependant on these needs areas of work could include:

- working with families and schools to enhance home/school relationships
- offering individualised support for parents
- working with children and parents within the school setting and family homes during term-time
- working pro-actively to signpost families to a range of children's services
- developing appropriate group work activities for children, eg positive behaviour and social skills
- when appropriate, completing and supporting the Common Assessment Framework process (CAF)
- liaising with the headteacher and school based staff to ensure the relevant parties are informed of developments
- organising and managing training sessions for parents or family groups as appropriate.

A minimum of 5 GCSEs grades A-C or equivalent are essential. Ideally experience of working with vulnerable children and supporting parents is required. A full current driving licence is essential as is access to your own vehicle. A period of induction will be provided and supported by the Wolds Cluster, with further CPD expectations and a requirement to study for NVQ Level 3. You will be employed and based at Stamford Bridge Primary School with line management directed by the school. Support will also be

provided by the Wolds Cluster.

Hours: 20 per week, term-time.

Application pack available from Stamford Bridge Primary School, tel (01759) 372400 or email

stamfordbridge.primary@eastriding.gov.uk Post No: SBPHSLV. Closing Date: 20.1.12. Interview Date: 3.2.12.

Teaching Assistant - Level 1 (P/T Temp)

£7.63 per hour (point 11)
RAWCLIFFE

Required as soon as reasonably possible at Rawcliffe Primary School until 31 August 2012. We seek a friendly, enthusiastic and caring person to join our team to work on a one-to-one basis with a Foundation Stage child who has specific needs.

You must have a good standard of education and an interest or knowledge of children with special educational needs would be advantageous.

Hours: 27.5 per week, Monday to Friday, term-time.

Application form and further details available at www.recruiteastriding.co.uk or by sending a large SAE to Mrs P Snell, School Business Manager, Rawcliffe Primary School, Ridding Lane, Rawcliffe, Goole, DN14 8RG. Post No: RAWCTA. Closing Date: 23.1.12. Interview Date: 1.2.12.

Lunchtime Supervisor (P/T)

£6.62 per hour (point 7)
BRIDLINGTON

Required at Martongate Primary School, Bridlington to join our happy team of supervisors in making lunchtimes a really enjoyable time of the day for children. Duties include supervising children in the dining hall, playground and school premises, therefore a firm, patient and friendly personality is essential, as is a willingness to actively promote positive play.

This post is subject to a CRB check. Hours: 6.25 per week, Monday to Friday.

Previous applicants need not re-apply. Application form and further details available from Jo Ward, tel (01262) 673975 or email martongate.primary@eastriding.gov.uk Post No: MARTONLS. Closing Date: 20.1.12. Interview Date: 25.1.12.

Midday Supervisory Assistant (P/T Temp)

£6.62 per hour (point 7)
POCKLINGTON

Required from 1 February 2012 at Pocklington CE (VC) Infant School to cover maternity leave. We seek an enthusiastic, adaptable and caring person to supervise a child in the Foundation Stage with special

educational needs over the lunchtime period on a fixed term contract until 20 July 2012.

We are committed to safeguarding and promoting the welfare of children and expect all staff to share this commitment. The post is subject to an enhanced CRB check and visits to the school prior to the interview date are welcome.

Hours: 10 per week, Monday to Friday 11.30am - 1.30pm, term-time.

Application form and further details available from the School Office, Pocklington CE (VC) Infant School, Maxwell Road, Pocklington, YO42 2HE (A4 SAE please), tel (01759) 302699. Post No: POCINFTA. Closing Date: 16.1.12.

Interview Date: 20.1.12.

Midday Supervisor (P/T)

£6.62 per hour (point 7)
BARMBY ON THE MARSH

We seek an enthusiastic, reliable and hardworking person to join our team responsible for supervising pupils during lunchtimes at Barmby on the Marsh Primary School.

Hours: 7.15 per week, Monday to Friday. Application form and further details available by sending a SAE to Rona Butler/ Brian Stillings, Barmby on the Marsh Primary School, Barmby on the Marsh, DN14 7HQ. Post No: BOTMLS. Closing Date: 24.1.12.

Midday Supervisor (P/T Temp)

£6.62 per hour (point 7)
GARTON ON THE WOLDS

Required to cover maternity leave until May/June 2012 at Garton on the Wolds Primary School. You will be a hardworking and dedicated individual and support pupils within a Key Stage One and Foundation Stage setting. You will have experience of working from teachers' planning and delivering sessions for groups of pupils. Appropriate qualifications in learning support would be a distinct advantage, but are not essential. You must have an enthusiastic and caring attitude and be able to work as part of a small friendly team.

Hours: 5 per week, Monday to Friday 12 noon - 1.00pm, term-time. Applications available (preferred method) by sending a large SAE to School Business Manager, Garton on the Wolds Primary School, Station Road, Garton on the Wolds, Driffeld, YO25 3EX or email garton@eastriding.gov.uk Post No: GOTWMS. Closing Date: 24.1.12.



If you would like to submit an article please contact:

the.grapevine@eastriding.gov.uk

When emailing, please include the title of your story in the 'subject' line. Due to space restrictions, submission does not guarantee inclusion.

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Other formats

If you or someone you know is visually impaired or does not use English as their first language, please contact the press office on (01482) 391440 to receive The Grapevine in an alternative format.

theGrapevine

The Grapevine is published by the communications team

The next issue will be published on 23 January.

On the cover: Streetscene respond to destruction caused by recent gales

Image courtesy of Hull Daily Mail

TIME OUT

Martial arts course



United Martial Arts Association (UMA) held a multi-style Budo course at the Beverley Leisure Complex for over 100 martial artists.

The course was open to UMA members, adults and children, some as young as five-years-old, from around the country.

Some members also flew in from as far afield as Guernsey to train.

The course was organised and run by Colin Sangwin (9th Dan in Jujitsu UMA) and Mandy Joules (3rd Dan in Jujitsu UMA) both of whom have worked for the East Riding Council at the Beverley Leisure Complex as martial arts/self defence instructors for over 10 years.

Mandy also works as a teaching assistant at Hornsea Burton Primary School.

The course was a great success with six members celebrating achieving various level Dan grades in Aikido and Jujitsu.

Students and instructors look forward to attending several more training courses at Beverley Leisure Complex over the coming year.

Details of classes can be obtained from the Beverley Leisure Complex.

GREAT SUCCESS: Colin and Mandy demonstrate throwing techniques to students



LEGACY

Independent Funeral Directors Ltd

We are a family business, located in the west of Hull at our Anlaby Road office, we are able to fully facilitate the diverse and personal requirements of our clients.

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Win a pair of tickets

The Spa BRIDLINGTON

Bubl  Fever
Saturday 11 February, 8pm.
Spa Theatre

 16.50 adult/ 15 conc/ 15 child

Rickie Arthur as Michael Bub  - seeing is believing! His classically trained high baritone voice gives him an amazing range to truly capture the unique voice of the man himself. This talented young artist doesn't just sound like him, he looks like and captures every gesture and vocal mannerism of Bub  too.

With his fantastic seven piece Bub  Fever Band, complete with three part brass section, great audience interaction and a powerful performance of all the Bub  hits this will definitely be a night to remember and the perfect way to celebrate Valentine's Day. A pre-show meal is available at 6.15pm,  28.50.

To be in with a chance of winning a pair of tickets to see Bub  Fever, answer the following question:

How many parts make up the brass section: a) 1; b) 2; c) 3?

Send your answer on a stamped postcard, together with your name, address and telephone number to: Bub  Fever competition, The Grapevine, Room HG115, County Hall, Beverley, HU17 9BA or email: grapevine.comps@eastriding.gov.uk, typing "Bub  Fever competition" in the subject line, by 23 January. Please remember to include your name, address and phone number on your entry. Competition entries which don't contain these will not be submitted. Usual Grapevine rules apply and the editor's decision is final.

EAST RIDING
OF YORKSHIRE COUNCIL

By entering this competition you consent to your details being held by East Riding of Yorkshire Council so we can keep you informed about events and developments at The Spa Bridlington. We may share your details with other directly associated organisations however, we will never share your details with non-related organisations.