

**MINUTES OF THE STAFFING AND REMUNERATION COMMITTEE
THURSDAY, 20 NOVEMBER 2014**

Councillors Arthur, Elliott, Jogee, Meehan (Chair) and Vanier

Apologies Councillor McShane

LC15. APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor McShane for whom Councillor Jogee was substituting.

NOTING

LC16. URGENT BUSINESS

The Democratic Services Manager – Mr Hart, advised that there would be an item of urgent unrestricted business in relation to the recent pay award settlement for 2014/ 15.

LC17. DECLARATIONS OF INTERESTS

There were declarations of interests.

NOTED

LC18. MINUTES - 8 SEPTEMBER 2014

RESOLVED

That the unrestricted minutes of the Staffing and Remuneration Committee held 8 September 2014 be confirmed as an accurate record of the proceedings.

LC19. MINUTES ACTIONS UPDATE

Noted the circulated actions update.

LC20. STAFFING AND REMUNERATION COMMITTEE - FORWARD PLAN

The Interim Director of Human Resources – Ms McGeachie referred to the circulated forward plan of items to be considered at forthcoming meetings as detailed.

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In particular Ms McGeachie referred to the Special Staffing & Remuneration Committee scheduled for 16 December 2014 which would be considering the Workforce Plan, and the Reward Strategy. This meeting would meet at 19.30hrs or on the rise of the Cabinet meeting which would commence at 18.30hrs that evening.

Ms McGeachie referred to the meeting on 26 January 2015 there would be items relating to the pay policy 2015 which would require sign off before approval by Full Council, the Well being report, Haringey Academy, Equalities and Inclusion, and HR policies relating for consultation.

NOTED

LC21. WORKFORCE BOARD UPDATE - PRESENTATION

The Committee received a presentation from Karen Rowing – HR Services in relation to the proposal to introduce a number of entry schemes – a copy of which would be interleaved in the minutes.

Members asked and received clarification in relation to details of the presentation particularly in relation to the support processes for the apprenticeship and internship scheme.

In particular Ms McGeachie referred to the actual rate that would be paid to those entering the scheme the view of officers that this should be tiered according to age.

The Committee considered the suggestion and it was felt that it would be appropriate to pay Year 1, £6.50 p/h (higher rate of the NMW) £195 per week, £10,167 and Year 2, the LLW.

The Chair summarised and it was:

RESOLVED

- i. That approval be given to the establishment of the Workforce Board; and
- ii. That the presentation on Entry Schemes to be noted

LC22. PROCESS FOR MANAGING CONSULTANTS & INTERIMS INTO THE ORGANISATION

The Human Resources Strategy/ Policy Consultant – Ms Engwell introduced the report as circulated.

In response to a number of questions in relation to how contracts were appointed to, the length of contracts and the reasons for this, Ms Evans advised that it was the case with all consultants and interim appointments within the organisation that before any contract was entered into a clear business case was made, and justified. It was also the case that external consultants provided a level of expertise not always found within the

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existing workforce, or else to compliment an existing team i.e. the Tottenham regeneration programme and the Love Lane development team.

In response to further questions Ms Evans advised that the appendix gave a clear indication of the level of consultants employed and that this information was now in the public domain.

The Chair then summarised and it was:

RESOLVED

That the reported be noted.

LC23. WORKFORCE MANAGEMENT DATA

The Human Resources Strategy/ Policy Consultant – Ms Engwell introduced the report as circulated.

The Chair referred to page 36 of the report the BME figure shown in the second table as 90% under the dismissal column, and question the accuracy of this figure.

Following a brief discussion Ms Evans advised that this figure, and indeed a number of the figures shown were not inaccurate, but could be misconstrued and therefore a form of guidance of how the figures should be interpreted was required.

The Chair then summarised and it was :

RESOLVED

- i. That the workforce data proposals to be provided on a quarterly basis be noted; and
- ii. That approval be given to receiving the work force data on a quarterly basis subject to an explanation of the recruitment and retention figures/data as detailed in the appendix to the report.

LC24. LONDON LIVING WAGE

Following an introduction of the circulated report by the Human Resources Business Partner – Ms Mathieson, there being no points of clarification, the Chair summarised and it was:

RESOLVED

- i. That the local hourly pay supplement for council employees at the lower end of the London pay spine be increased so that no person would be

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paid less than the London Living Wage in line with the Mayor of London's announcement i.e. £9.15 per hour with effect from 3 November 2014.

- ii. That the increase be reflected in the salaries of staff in December 2014; and
- iii. That the pay rates of agency workers be increased so that no person would be paid less than the London Living Wage in line with the Mayor of London's announcement i.e. £9.15 per hour with effect from 3 November 2014.

LC25. ANY OTHER ITEMS OF URGENT UNRESTRICTED BUSINESS

i. NJC PAYAWARD

The Chair asked for a brief introduction.

The Human Resources Business partner – Ms Mathieson **TABLED** a late briefing paper which advised that the Council was notified on Monday 17 November 2014 that the National pay award for employees covered by the NJC (National Joint Council for Local Government Services) had now been agreed following a recent period of consultation with Employers and Trade Unions. Ms Mathieson advised that the award covered most council staff and non teachers in schools (5325 employees). The **TABLED** briefing informed the Committee of the agreement reached and the implications for the Council.

Ms Mathieson further advised the meeting that earlier in 2014 the Employers put forward an offer of 1% which was rejected by the unions and led to a day of industrial action on 10 July. A further two days of action was planned but was called off when Employers put forward this new package. There was then a period of consultation with Employers and Trade Unions which ended on 14 November 2014 and resulted in an agreement being reached.

Ms Mathieson advised that in terms of costs this was estimated over the 2 year period at £3m (£0.8m for 2014/15 & £2.2m for 2015/16), and could be accommodated within the overall inflation provision. The settlement did not include a provision to backdate salary increases to 1 April 2014 (which was normally the case). Ms Mathieson stressed that the deal was a little more complex than normal and was a combination of an increase in salaries taking effect from 1 January 2015 ranging from 2.2% to 8.56% and lump sum payments ranging from £100 to £325 to be paid in December 2014 and April 2015. The biggest increase in salaries and lump sum payments were at the bottom end of the salary scales. It was the case that Casual Workers would also benefit from the increase to salaries and may qualify for the lump sum payment if they met certain criteria.

In terms of the lump sum payment Ms Mathieson advised that the lump sum payment due to be paid in April 2015 be bought forward to December 2014 (as highlighted in tabled summary), as it would be more beneficial to employees to receive one larger lump sum than 2 smaller ones and especially

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so just before Christmas. Ms Mathieson advised that apart from the minimal potential interest the Council would accrue with the money being in its bank account there was no additional cost to the council for bringing forward this payment and would actually save time in administering just one payment instead of two. The qualifying date for entitlement to this lump sum payment was 1 December 2014 even though it was paid in two stages. Therefore even if employees left the Council between 2 December and 31 March 2015 they would still qualify for the second stage lump sum payment in April 2015.

Following points of clarification from the Committee which were responded to the Chair then summarised and was:

RESOLVED

- i. That it be noted that the council would be implementing the National pay award for employees covered by the NJC (National Joint Council for Local Government Services) agreement with immediate effect;
- ii. that approval be given to bringing forward the April 2015 lump sum payment to December 2014; and
- iii. That the implications of the pay award to the tabled London Living Wage report being presented be noted.

LC26. EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED

That the press and public be excluded for the following items, as they contain information defined as exempt under Section 100a of the Local Government Act 1972, paragraph 1; namely information relating to an individual.

SUMMARY OF EXEMPT PROCEEDINGS

LC27. EXEMPT MINUTES - 8 SEPTEMBER 2014

AGREED the exempt minutes of the Staffing and Remuneration Committee held 8 September 2014.

LC28. MINUTES OF SUB-BODIES OF STAFFING AND REMUNERATION COMMITTEE

NOTED the exempt minutes of the CEJCC held on 7 October 2014 be noted.

LC29. EXEMPT ACTION OF THE CHIEF EXECUTIVE

AGREED TO NOTE AND AGREE THE REPORTED ACTION TAKEN

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LC30. ANY OTHER EXEMPT BUSINESS THE CHAIR CONSIDERS TO BE URGENT

Nil

The meeting ended at 20.01hrs

Clr George Meehan

Chair