

NOTICE OF MEETING

STAFFING AND REMUNERATION COMMITTEE

**Monday, 17th December, 2018, 7.00 pm - Civic Centre, High Road,
Wood Green, N22 8LE**

Members: Councillors Julie Davies (Chair), Eldridge Culverwell (Vice-Chair),
Patrick Berryman, Zena Brabazon and Paul Dennison

Quorum: 3

Agenda

1. FILMING AT MEETINGS

Please note that this meeting may be filmed or recorded by the Council for live or subsequent broadcast via the Council's internet site or by anyone attending the meeting using any communication method. Although we ask members of the public recording, filming or reporting on the meeting not to include the public seating areas, members of the public attending the meeting should be aware that we cannot guarantee that they will not be filmed or recorded by others attending the meeting. Members of the public participating in the meeting (e.g. making deputations, asking questions, making oral protests) should be aware that they are likely to be filmed, recorded or reported on. By entering the meeting room and using the public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings.

The chair of the meeting has the discretion to terminate or suspend filming or recording, if in his or her opinion continuation of the filming, recording or reporting would disrupt or prejudice the proceedings, infringe the rights of any individual or may lead to the breach of a legal obligation by the Council.

2. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS (IF ANY)

To receive any apologies for absence.

3. URGENT BUSINESS

The Chair will consider the admission of any late items of Urgent Business. (Late items of Urgent Business will be considered under the agenda item where they appear. New items of Urgent Business will be dealt with under agenda item below. New items of exempt Urgent Business will be dealt with at agenda item 13 below).

4. DECLARATIONS OF INTEREST

A member with a disclosable pecuniary interest or a prejudicial interest in a matter who attends a meeting of the authority at which the matter is considered:

- (i) must disclose the interest at the start of the meeting or when the interest becomes apparent, and
- (ii) may not participate in any discussion or vote on the matter and must withdraw from the meeting room.

A member who discloses at a meeting a disclosable pecuniary interest which is not registered in the Register of Members' Interests or the subject of a pending notification must notify the Monitoring Officer of the interest within 28 days of the disclosure.

Disclosable pecuniary interests, personal interests and prejudicial interests are defined at Paragraphs 5-7 and Appendix A of the Members' Code of Conduct

5. DEPUTATIONS / PETITIONS / PRESENTATIONS / QUESTIONS

To consider any requests received in accordance with Part 4, Section B, paragraph 29 of the Council's constitution.

6. MINUTES (PAGES 5 - 10)

To confirm and sign the minutes of the meeting held on 1 October 2018.

To approve the minutes of the Special Staffing and Remuneration Committee held on 28 September 2018.

7. RECRUITMENT AND RETENTION OF SOCIAL WORKERS WITHIN CHILDREN'S SERVICE (PAGES 11 - 18)

The purpose of this paper is to review the current recruitment and retention strategies for qualified Social Workers within Children's Services. This report was requested by the Chair of Staffing & Remuneration Committee.

8. HEALTH AND SAFETY POLICY REVIEW, STRATEGY AND ANNUAL REPORT (PAGES 19 - 66)

The current Corporate Health, Safety and Wellbeing Policy is in need of review to reflect the latest changes in the Council's structure and to ensure it remains fit for purpose. As part of this review, the policy establishes the framework to implement a Corporate Health and Safety Strategy.

This strategy defines and co-ordinates the Council's approach to the management of health and safety. It sets the aim and objectives for managing health and safety in the council for the next 4 years. This includes how the

council will set out to realise the strategy as well as how health and safety performance will be measured.

9. REVIEW OF COUNCIL GRIEVANCE POLICY (PAGES 67 - 82)

As part of the Council's requirement to conduct a rolling review of all HR policies, Members are asked to consider the revised Grievance Policy (attached as Appendix 1) and Practice Notes (attached as Appendix 2). The policy is set out in the new format at the last meeting of the Committee on Monday, 1st October 2018.

10. FORWARD PLAN REPORT 17 DEC 18 (PAGES 83 - 86)

The report is to inform the Committee of the process for agenda planning and to notify Members of the reports to be brought to Committee from January 2019 for the final three months of the municipal year.

11. PRACTICE NOTE SENIOR MANAGER RECRUITMENT (PAGES 87 - 96)

The Human Resources team have produced the Recruitment Practice Note (Senior Managers) as an adjunct to the main Recruitment Policy to ensure a better understanding of the obligations of Officers and Members in the recruitment process. The practice note aims to provide more consistency and better transparency to the key elements of the process so that everyone is clear of their role and responsibilities.

12. PEOPLE REPORT SEPTEMBER 2018 (PAGES 97 - 100)

The People Report is designed to give officers and members relevant workforce data in an easy to understand format in order to support informed strategic decision making.

13. NEW ITEMS OF URGENT BUSINESS

To consider any new items of urgent business admitted by the Chair under agenda item 3 above.

14. DATE OF NEXT MEETING

11 February 2019

15. EXCLUSION OF PRESS AND PUBLIC

Item 16 is likely to be subject to a motion to exclude the press and public be from the meeting as it contains exempt information as defined in Section 100a of the Local Government Act 1972 (as amended by Section 12A of the Local Government Act 1985); paragraph 1, information relating to an individual.

16. MINUTES (PAGES 101 - 102)

To approve the exempt minutes of the Special Staffing and Remuneration Committee held on 28 September 2018.

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Monday, 10 December 2018