

# **MINUTES OF THE MEETING OF THE STAFFING AND REMUNERATION COMMITTEE HELD ON MONDAY, 11TH FEBRUARY, 2019, 7.00 - 8.35 pm**

## **PRESENT:**

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

### **8. FILMING AT MEETINGS**

The Chair referred Members present to agenda Item 1 as shown on the agenda in respect of filming at this meeting, and Members noted the information contained therein.

### **9. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS (IF ANY)**

None.

### **10. URGENT BUSINESS**

None.

### **11. DECLARATIONS OF INTEREST**

None.

### **12. DEPUTATIONS / PETITIONS / PRESENTATIONS / QUESTIONS**

None.

### **13. MINUTES**

**RESOLVED** that the minutes of the meeting held on 17 December 2018 be approved as a correct record of the meeting, subject to the following amendment:

Minute item 23 – amendment to the overspend quoted, which should read:  
“The current position was that there would be an estimated overspend of £800k in 2019/20 (compared to £605k in 2015/16).”

### **14. REVIEW OF THE CHILDREN'S SERVICES RECRUITMENT AND RETENTION OFFER**

Members noted the report as set out.

**NOTED:**

- The annual turnover of staff was high compared with the rest of the Council, however their staff worked an average of five years for the Authority. Exit interviews were carried out, and it was accepted that whilst some of the feedback may be useful, it was worth remembering that the person leaving may not necessarily be leaving the Authority by choice and the feedback may reflect that.
- There were a number of reasons why staff left the Authority – more money elsewhere, loss of interest in the job, and there was evidence that some people preferred to be employed as agency workers, as they were able to move around jobs more quickly.

The Committee requested that an update on recruitment and retention for Children's Services be provided for each Staffing and Remuneration Committee meeting.

**RESOLVED that**

- i. **The proposed changes to the Recruitment & Retention Offer schedule of payments as set out below and detailed in full in Appendix A be approved; and**
- ii. **The proposal to run the scheme for a further three years subject to an annual management review and update to the Staffing & Remuneration Committee be approved.**

**15. MODERN REWARD STRATEGY**

Ian Morgan, Reward Strategy Manager, provided a verbal update. The Council would be adopting a new pay spine in April, and were moving towards new pay and grading arrangements.

The Committee noted the update.

**16. GENDER PAY GAP**

Ian Morgan, Reward Strategy Manager, introduced the report as set out. It was mandatory for the Council to report on gender pay gaps annually. The figures were encouraging, and the report would be published following the Staffing & Remuneration Committee meeting.

**RESOLVED that the results of the Gender Pay Gap report be noted before the Council submit to the government portal, and that the Committee be made aware that following publication, the Council may receive both external and internal interest in the data.**

**17. PAY POLICY**

Ian Morgan, Reward Strategy Manager, introduced the report as set out. It was a statutory obligation of the Staffing and Remuneration Committee to put the pay policy forward to Full Council for adoption. There were some minor amendments still to make, however these could be completed following the meeting, with the approval of the Chair and Directory for Customers, Transformation and Resources.

Officers responded to questions from the Committee:

- Information relating to staff earning over £100k was published on the Council's website.
- In relation to the timing of interviews, and the decision at Staffing and Remuneration Committee, this would need to be further explored as part of developing the practice note for senior management recruitment. Members were of the view that there should be a delay between the interviews and the committee meeting.

The Committee requested that a copy of the audit of the Hayes contract be circulated to the Committee, along with any audits relevant to HR matters.

**RESOLVED that**

- i. **The Committee approve the draft Pay Policy Statement 2019/20, attached at Appendix A;**
- ii. **The Director for Customers, Transformation & Resources be authorised in consultation with the Chair of the Committee to make such amendments to the Pay Policy Statement, as he considers minor;**
- iii. **The Committee remits the Pay Policy Statement (as amended, if applicable) for endorsement by Full Council on 18 March 2019.**

**18. PEOPLE REPORT DECEMBER 2018**

Ian Morgan, Reward Strategy Manager, introduced the report as set out.

Officers responded to questions from the Committee:

- Return to work interviews were carried out after sickness absences.
- Further information could be provided to a future meeting regarding how sickness absence compared with other boroughs.
- The consultants in Priority X were mainly working on the FOBO project. The number of interims were low compared to previous years.
- Members requested a list of all projects where consultants had been appointed, and it was advised that as contractors were not employees of the Council, this was not within the remit of the officers supporting the Committee. A request could be made to Corporate Board for information on contractors to be provided to the Committee.

**RESOLVED that the report be noted.**

**19. HR POLICY REVIEW PROGRESS**

Ian Morgan, Reward Strategy Manager, introduced the report as set out. A number of policies had been reviewed, and were with the relevant departments for comments. Requests had been made to review the policies on sabbaticals, planned/unplanned leave, social media, redundancies/retirement/employment.

Members requested that consideration of paid leave for victims of domestic violence be included in the relevant policy.

**RESOLVED that the report be noted.**

**20. ASSIMILATION TO THE POST OF ASSISTANT DIRECTOR OF CUSTOMER SERVICES AND LIBRARIES**

Mark Rudd, Assistant Director for Corporate Resources, introduced the report as set out. The postholder had been acting up into the Assistant Director role for longer than two years. The Director of Customers, Transformation and Resources, had taken the decision to assimilate the postholder into the role rather than advertise the post, as the postholder had completed a competitive interview in order to act up in to the role.

The Chair commented on the importance of handling situations like this properly in the future, so that other staff members were not left in the same position.

**RESOLVED that the assimilation of the prospective postholder to the role of Assistant Director for Customer Services and Libraries on a permanent basis with immediate effect be approved.**

**21. NEW ITEMS OF URGENT BUSINESS**

None.

**22. DATES OF FUTURE MEETINGS**

25 March 2019

**23. EXCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED that the press and public be excluded for the discussion of item 16, as it contained 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 any individual.**

**24. MINUTES**

**RESOLVED that the minutes of the meeting held on 15 January 2019 be approved as a correct record.**

Post meeting note: The minutes of the meeting held on 15 January 2019 have since been updated to reflect that part of the minutes were now public.

CHAIR: Councillor Julie Davies

Signed by Chair .....

Date .....