

STAFFING POLICY COMMITTEE

DRAFT MINUTES OF THE STAFFING POLICY COMMITTEE MEETING HELD ON 22 SEPTEMBER 2010 AT COMMITTEE ROOM 3, COUNTY HALL, TROWBRIDGE.

Present:

Cllr Allison Bucknell (Chairman), Cllr Peter Colmer (Reserve), Cllr Rod Eaton, Cllr Mike Hewitt, Cllr David Jenkins, Cllr Francis Morland, Cllr Bill Moss (Reserve), Cllr Jane Scott OBE and Cllr John Smale

37. Apologies for absence

Apologies for absence were received from Cllr John Noeken (who was substituted by Cllr Bill Moss) and Cllr Mark Packard (who was substituted by Cllr Peter Colmer).

38. Minutes of Previous Meeting

Resolved:

To confirm and sign the minutes of the Committee meeting held on 28 July 2010 as a correct record.

39. Declarations of Interest

There were no declarations of interest.

40. Chairman's Announcements

There were no Chairman's announcements.

41. Public Participation

There were no members of the public present.

42. Politically Restricted Posts - Policy Update

Consideration was given to a report by the Service Director, HR & OD which set out changes to the policy on Politically Restricted Posts following the introduction of the Local Democracy, Economic Development & Construction Act 2009.

After discussion,

Resolved: To approve the revised policy on Politically Restricted Posts, subject to the inclusion of a FAQ (frequently asked question) explaining that employees of the Council could stand for election to a Parish/Town Council provided that they stood as Independents and not as a member of a political party.

43. **Trade Union Negotiations**

The Committee considered a report by the Service Director HR & OD which provided an overview of the implications of the financial constraints expected from the Government's spending review which was expected on 22 October 2010.

It was reported that the press had been briefed on these implications on Monday 20 September 2010 and at the same time all Councillors and staff had been sent a message from the Chief Executive setting out this information, a copy of which was circulated at the meeting.

The Committee would be asked shortly to approve new Redundancy, Redundancy Pay and Appointments Policies, currently the subject of consultation with the Trade Unions, after which a management review would be carried out in order to reduce the Council's management costs by the end of the current financial year.

The Committee received the views of the UNISON Branch Secretary, who whilst broadly supportive of the proposals, did express concern about the effect this would have on front line staff.

The Committee also received an update on the re-focussed programme of work on the revised Pay Harmonisation Project. It was noted that this work would now be governed by a new single Staff Management Executive Board, which had replaced the former Pay Harmonisation Steering and Executive Boards. Cllr Colmer requested that consideration be given to extending the Member substitution policy to the Staff Management Executive Board and the Chairman undertook to seek the views of the Board on this suggestion and report back to Cllr Colmer.

Resolved:

(1) To note the contents of the report.

(2) To note that regular updates would be made to this Committee.

44. **Quarterly Management Reports June 2010**

The Committee received quarterly workforce reports excluding schools for the quarter ended 30 June 2010 concerning:-

Headcount and Full Time Equivalent
Age Profile
Employee Diversity
Sickness Absence
Health and Safety
Voluntary Staff Turnover
Disciplinary and Grievance Cases

Members of the Committee expressed their appreciation of the new format for presenting this statistical information which was considered to be much clearer to understand.

It was reported that as a focus on the wellbeing of existing staff, projects were being undertaken on exit interviews and sickness absence, the outcomes of which would be reported to this Committee in due course.

Resolved:

- (1) To note the contents of the report.
- (2) To request that in future workforce statistics be broken down to show Departmental variations.

45. **Date of Next Meeting**

Resolved: To hold meetings of this Committee as follows in view of the increased workload:-

**Tuesday 12 October 2010, starting at 2.00pm
Wednesday 24 November 2010, starting at 10.30am
Thursday 16 December 2010, starting at 10.30am
Wednesday 12 January 2011, starting at 10.30am
Wednesday 9 February 2011, starting at 10.30am
Wednesday 9 March 2011, starting at 10.30am**

46. **Urgent Items**

There were no urgent items.

(Duration of meeting: 10.30am – 11.55am)

The Officer who has produced these minutes is Roger Bishton, of Democratic & Members' Services, direct line 01225 713035, e-mail roger.bishton@wiltshire.gov.uk

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