

## STAFFING POLICY COMMITTEE

---

### MINUTES OF THE STAFFING POLICY COMMITTEE MEETING HELD ON 10 MARCH 2010 AT COMMITTEE ROOM 3, COUNTY HALL, TROWBRIDGE.

#### Present:

Cllr Allison Bucknell (Chairman), Cllr Rod Eaton, Cllr Mike Hewitt, Cllr David Jenkins, Cllr Francis Morland, Cllr Mark Packard, Cllr Jane Scott and Cllr John Smale.

#### Also Present:

Cllr George Jeans

---

#### 1. Apologies for Absence

An apology for absence was received from Cllr John Noeken.

#### 2. Minutes

##### Resolved:

**To confirm and sign the minutes of the Committee meeting held on 11 November 2009.**

#### 3. Declarations of Interest

There were no declarations of interest.

#### 4. Chairman's Welcome, Introduction and Announcements

There were none.

#### 5. Public Participation

There were no members of the public present.

#### 6. Pay Harmonisation - Progress Report

The Committee considered a report by the Service Director HR & OD which updated Members on the progress of Pay Harmonisation.

It was noted that an HR project team had been established to support harmonisation and since its formation last November had been:-

- (i) checking that the records of staff who performed each distinct job were complete and correct.
- (ii) analysing the total spend within the current pay bill on the various terms and conditions.
- (iii) modelling the impact of possible options for the major terms, to assess likely impact on staff, and on costs.
- (iv) considering the draft recommendations of the Business Travel strand of the Workplace Transformation project.
- (v) checking understanding of how some current payments – particularly those received by TUPED staff – worked in practice.
- (vi) ensuring awareness of any anomalies that have arisen amongst the pay and grading arrangements of ex County Council staff.

It was noted that detailed project planning for all the project stages continued alongside the substantive work associated with the current project stage. Preliminary negotiations with the unions had begun in late February as planned.

**Resolved:**

- (1) To note the contents of the report .**
- (2) To receive a further report on progress of this project at the next meeting.**

**7. People Strategy Action Plan 2010/11**

The Committee received an updated schedule which set out progress made to date on each of the following strategic priorities set for the period 2008 to 2012:-

- Organisational Development
- Leadership Development
- Recruitment and Retention
- Skill and Competency Development
- Pay and Rewards

It was reported that the Chairman and Cllr Laura Mayes, Portfolio Holder for Organisational Culture, were inviting all Councillors to a series of workshops in order to explain the People Strategy Action Plan.

**Resolved:**

To note the progress made with the implementation of the People Strategy Action Plan since the last meeting.

8. **Relocation Expenses & Allowances**

Consideration was given to a report by the Service Director HR & OD which sought approval to increase the pay element of the existing Relocation Expenses & Allowances Policy in line with market forces.

**Resolved:**

- (1) To agree to increase the maximum moving home allowance for all staff from £5800 to £8000 at the Manager's discretion, so as to be equitable to that paid to former Salisbury District Council & Kennet District Council employees and in line with tax free limit of £8000 set by the HMRC.
- (2) To increase the lodging allowance up to a maximum of £600 per month, payable for an initial period of 12 months, this being reflective of the current average rental cost for a two bedroom property across Wiltshire when the overall volume of properties is taken into account
- (3) To adopt the amended policy, as set out in Appendix A to the report, reflecting the above.

9. **Grievance Appeals Sub-Committee**

**Resolved:**

To receive the minutes of the Grievance Appeals Sub-Committee meetings held on 6-8 & 19 October 2009 and 16 October 2009.

10. **Senior Officers Employment Sub-Committee**

**Resolved:**

To receive the minutes of the Senior Officers Employment Sub-Committee meetings held on 14 December 2009 and 18 January 2010.

11. **Date of Next Meeting**

**Resolved:**

**To note that the next meeting of the Committee would be held on Wednesday 19 May 2010 starting at 10.30am.**

12. **Urgent Items**

There were no urgent items.

(Duration of meeting: 11.30am – 12.55pm)

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](mailto:roger.bishton@wiltshire.gov.uk)

Press enquiries to Communications, direct line (01225) 713114/713115