

**KENNET DISTRICT COUNCIL**  
**HUMAN RESOURCES COMMITTEE**

Minutes of the meeting of the Human Resources Committee held in Room 2,  
Browfort, Bath Road, Devizes on Thursday 15<sup>th</sup> September 2005 at 2.15pm

**PRESENT:** Councillor D. Campbell – Chairman

Councillor A.H. Still  
Councillor C.R.W. Stone  
Councillor P.N. Veasey  
Councillor A. Wood

**APOLOGIES:**

Councillor A.J. Duck  
Councillor Mrs E.M. Hannaford  
Councillor Mrs N.G. Rawlins  
Councillor Mrs M.S.N. Taylor

**PART 1**

**Items considered whilst the meeting was open to the public**

**9. MINUTES**

The minutes of the meeting of the Committee held on 16<sup>th</sup> June 2005 were approved as a correct record and signed by the Chairman.

**10. DISCLOSURES OF INTEREST**

There were none.

**11. DISCIPLINARY APPEAL PANEL**

The Committee received the Minutes of the Disciplinary Appeal Panel held on 15<sup>th</sup> August 2005, and expressed their opinion that the Panel had achieved a positive outcome.

**RESOLVED**

**THAT** the Minutes of the Disciplinary Appeal Panel of 15<sup>th</sup> August 2005 be noted.

## **12. EQUALITIES MONITORING**

The Head of Human Resources explained to the Committee that the Report gave the results of the annual equal opportunities monitoring carried out by the Human Resources department in respect of staff, in line with requirements of the Race Relations (Amendment) Act 2000. The Committee was told that the Report monitored appointments and promotions to ensure the Council was not discriminating in any way.

The Head of Human Resources also explained that owing to the small total number of staff employed by the Council certain of the Best Value Performance Indicators detailed in the report could show a dramatic percentage swing, simply by the employment of or loss of one member of staff, so often it was difficult to meet targets. Members briefly debated the pressure placed on Officers across the Council to collate and monitor the best value performance indicators, many of which they felt were not useful management data but purely satisfied government targets. Members also debated the statistics covering recruitment and retention and noted the continued high staff turnover, particularly in Leisure.

### **RESOLVED**

**THAT** the contents of the Report on Equal Opportunities Monitoring be noted.

## **13. MANPOWER STATISTICS**

The Committee considered a Report by the Head of Human Resources which gave detailed Manpower Statistics for all departments of the Council.

### **RESOLVED**

**THAT** the Report on Manpower Statistics be noted.

## **14. THE LOCAL GOVERNMENT ACT 1972 – SECTION 100 (A) 4**

The Committee considered a motion and resolved that in accordance with the provisions of Section 100 (A) 4 of the Local Government Act 1972, the public be excluded for the following items of business on the grounds that they involve the disclosure of exempt information as defined in paragraph 11 of Schedule 12a to the Act.

### **PART 2**

**Items considered whilst the meeting was closed to the public**

## **15. CURRENT NEGOTIATIONS**

The Head of Human Resources updated the Committee on the current status of single status negotiations, the pay and grading review, and the ongoing situation of lease car insurance.

**RESOLVED**

**THAT** the Report of the Head of Human Resources be noted.

**16. TRAINING PROGRAMME AND STRATEGY 2005/2006**

The Committee considered a Report by the Head of Human Resources relating to the Council's Training Programme. Members expressed their particular praise for staff in Environment and Amenity Services who had been successful in achieving NVQs. Members also praised the Human Resources Section for successfully securing external funding for some of the training that had taken place.

**RESOLVED**

**THAT**

- a) The Training and Development Programme proposed in the Report be noted.
- b) The Committee support the Human Resources Service's Service Development Plan bid for an additional £10,000.00 of funding for 2006/2007.
- c) The Committee commend the staff who had achieved their qualifications in the last academic year, and that the Chairman write to those staff on behalf of the Committee to acknowledge their efforts.

**17. THE LOCAL GOVERNMENT PENSION SCHEME**

The Head of Human Resources introduced a Report outlining the history of the Local Government Pension Scheme in Kennet, and both the current national and local position on Pension Scheme Funding.

The Chairman canvassed the opinion of committee members on this issue, so that he would be better informed of the Council's wishes when representing the Council at Regional Meetings. There was a good debate on this issue after which the Chairman felt more informed as to Members' views.

**RESOLVED**

**THAT** the Report on the Local Government Pension Scheme be noted.

Chairman  
17<sup>th</sup> November 2005

**NOTE:**

The Head of Human Resources updated member of the Committee on rule changes for Investors in People accreditation. Committee members were provided with a Draft Managerial Competency Framework and their comments were requested to be fed back to the Head of Human Resources.