

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

Minutes of the Meeting of the Human Resources Committee held on Thursday 17<sup>th</sup> November 2005 at 2.15pm in the Council Chamber, Browfort, Devizes.

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

Councillor Mrs T. Carr	Councillor Mrs G. Rawlins
Councillor Mrs J. Combe	Councillor A.H. Still
Councillor A.P.J. Duck	Councillor C.R.W. Stone
Councillor Mrs E.R. Hannaford-Dobson	Councillor A. Wood

**APOLOGY:**

Councillor Mrs M.S.N. Taylor

**PART 1**

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

**18. MINUTES**

The Minutes of the meeting held on the 15<sup>th</sup> September 2005 were approved as a correct record and signed by the Chairman.

**19. DISCLOSURES OF INTEREST**

There were none.

**20. JOINT CONSULTATIVE GROUP**

The Committee received the Minutes of the Meeting of the Joint Consultative Group held on 27<sup>th</sup> October 2005.

**RESOLVED**

**THAT** the Minutes being noted subject to the addition of Councillor A.H. Still to the Minutes as an apology.

**21. MANPOWER STATISTICS**

The Committee considered a report by the Head of Human Resources which gave detailed manpower statistics for all departments of the Council.

In response to a question the Head of Human Resources confirmed that some of the bigger fluctuations in staffing numbers were in fact caused by a change in status of the staff concerned.

**RESOLVED**

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

**22. MANAGEMENT COMPETENCIES**

The Head of Human Resources informed the Committee that the Council had been an Investor in People organisation for nearly twelve years. In January the Council would be reviewed again against the new standards, which were now more outcomes based than system based. One of the new changes related to management skills and competencies and required that Managers should know what was required of them as Managers within the Council.

Members asked questions about the copies of the Managerial Competency Framework circulated with the Agenda and

**RESOLVED**

**THAT** the Management Competencies be approved for use across the Council.

**23. THE LOCAL GOVERNMENT ACT 1972 SECTION 100 (A) (4)**

**RESOLVED**

**THAT** in accordance with the provisions of Section 100 (A) (4) of the Local Government Act 1972, the public be excluded from the following item of business on the grounds that it involved the disclosure of exempt information as defined in Paragraphs 1 and 11 of Schedule 12A to the Act.

**PART 2**

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

**24. REDUNDANCY SITUATION**

The Committee considered the Report of the Management Team on a redundancy situation and proposed restructuring in respect of two posts.

**RESOLVED**

**THAT** the recommendations set out in the Report of the Management Team be adopted.

Councillor A.H. Still and Councillor A. Wood requested that their votes against this decision be recorded.

**25. SINGLE STATUS TERMS AND CONDITIONS  
FOR LEISURE SERVICES**

The Committee considered the Report of the Head of Human Resources and the Leisure Services Manager on the Single Status Terms and Conditions for Leisure Services. The Report sought agreement to proposed changes to the terms and conditions of the Leisure Services core staff to bring them more in line with other staff within the Council and meet with the requirements of the National Joint Council for Local Government staff.

**RESOLVED**

**THAT**

1. the changes to Terms and Conditions as set out in Paragraphs 7 and 8 of the Report be approved and implemented from 1<sup>st</sup> January 2006.
2. monthly pay be introduced for all Leisure Staff by the end of March 2006.

**26. APPLICATION FOR REGRADING**

The Committee considered an application for regrading from the holder of Post Number RLD022.

The Head of Human Resources answered various questions about the application and it was

**RESOLVED**

**THAT** the application for re-grading be refused.

Note

At this point the Chairman indicated that under the Provisions of Section 100B4(b) of the Local Government Act 1972 he intended to take the following item as an urgent item for consideration by the Committee.

**27. REMUNERATION FOR THE POST OF  
LEGAL SECTION TEAM LEADER**

The Director of Resources reported that it had not proved possible to recruit a replacement for the post of Legal Section Team Leader with the remuneration package currently on offer.

There was a pressing and substantial workload within the Legal Section and it was necessary if at all possible to fill this post. It was

therefore proposed that the change in remuneration should be achieved by putting in place a Market Forces Pay Supplement.

**RESOLVED**

**THAT**

1. the recommendation contained in the Report be adopted.
2. in the event that this still proves insufficient the Director of Resources be permitted to add a further £2000 to the sum in consultation with the Chairman and Vice Chairman of the Committee.

**28. CURRENT NEGOTIATIONS**

The Head of Human Resources made a verbal report to the Committee on the current negotiations with regard to the provision of pensions, both by National Government and Local Government.

Chairman  
9<sup>th</sup> February 2006