

KENNET DISTRICT COUNCIL
HUMAN RESOURCES COMMITTEE

Minutes of the meeting of the Human Resources Committee held on Thursday 6th April 2006
at 2.15pm in Room 2, Browfort, Devizes

PRESENT: Councillor D. Campbell – Chairman

Councillor Mrs J. Coombe	Councillor C.R.W. Stone
Councillor A.P.J. Duck	Councillor Mrs M.S.N. Taylor
Councillor Mrs E.M. Hannaford-Dobson	Councillor P.N. Veasey
Councillor Mrs G. Rawlins	Councillor A. Wood
Councillor A.H. Still	

PART 1

Items considered whilst the meeting was open to the public

9. MINUTES

The Minutes of the meeting held on 9th February 2006 were approved as a correct record and signed by the Chairman.

10. DISCLOSURES OF INTEREST

There were none.

11. JOINT CONSULTATIVE GROUP

The Committee received the Minutes of the Meeting of the Joint Consultative Group held on 16th March 2006.

The Committee gave further consideration to the matter of the Investor In People Award and were informed by the Head of Human Resources that the Action Plan put before the Joint Consultative Group had been approved by the Investors In People organisation. Therefore, the Council's membership of the organisation would be extended by two years and the review of the current situation would be undertaken in January 2007.

RESOLVED

THAT the Minutes of the Joint Consultative Group be noted.

12. MANPOWER STATISTICS

The Head of Human Resources submitted a Report on Manpower Statistics and apologised to the Committee for the fact that the figures given on pages 8 and 9 were erroneous.

In particular members gave consideration to the high turnover of staff amounting to 25.5% of the Council staff between the period 11th March 2005 and 10th March 2006.

The Committee was informed that largely this was related to the Leisure Services staff who were often only employed on a temporary basis or who often only intended to stay for a short time. There did however need to be further analysis of why staff were leaving.

Members were of the opinion that figures in future should show an analysis that separated out the Leisure staff to give a truer picture of the rest of the Council staff appointment and leaving pattern.

The Head of Human Resources indicated that she would provide a fuller report to the next meeting of the Committee on 15th June 2006 at which time it would be possible to decide whether or not it was necessary to continue with submitting Manpower statistics to every Committee or on a more detailed basis once every six months.

RESOLVED

THAT the Report be noted.

13. LOCAL GOVERNMENT PENSION SCHEME

The meeting received a short powerpoint presentation by the Head of Human Resources on the history of the scheme and the current contents. An opportunity was also taken to explain to members the context between the Pension Scheme and the current dispute in respect of Council provision and the implications for both staff and employers.

RESOLVED

THAT the position be noted.

14. THE LOCAL GOVERNMENT ACT 1972 SECTION 100A4

RESOLVED

THAT In accordance with the provisions of Section 100A4 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 4 of Schedule 12A to the Act.

PART 2

Items considered whilst the meeting was closed to the public

**15. CHANGES TO TERMS AND CONDITIONS
FOR EXERCISE CLASS COACHES IN LEISURE CENTRES**

The Committee considered the Report of the Head of Human Resources and Director of Environmental and Leisure Services concerning changes to the Terms and Conditions for Exercise Class Coaches in Leisure Centres. The intention was to implement the decision of Committee in 2005 on single status within Leisure to bring the Staff Terms and Conditions more into line with other staff across the Leisure Service.

The Head of Human Resources answered various questions from members and undertook to report back to the Committee in twelve months time with regard to the financial and other impacts of the adoption of the new Terms and Conditions.

RESOLVED

THAT the changes to Terms and Conditions as set out in Paragraph 5 and Appendix A to the Report be approved for implementation from 1st April 2006.

16. VACANT POST

The Committee received a Report of the Director of Community Services Number DCS/08/06 concerning the vacant post of Leisure and Arts Development Officer.

Members debated this matter in detail but were generally of the opinion that the Council in its current circumstances had to differentiate between its wants and its needs.

RESOLVED

THAT the Post of Leisure and Arts Development Officer be deleted from the establishment.

(Note; Councillor Mrs M S N Taylor wished her vote against this decision to be recorded.)

17. RECRUITMENT OF STAFF – AUDIT REPORT

The Head of Human Resources submitted a Report on a recent Audit Report undertaken in respect of the Human Resources Section with regard to recruitment of staff. Attached to the Report was an Action Plan identifying the few areas that it was considered needed attention.

RESOLVED

THAT the Action Plan attached to the Report be agreed and that a further Report be submitted to the Committee in twelve months time.

Chairman
15th June 2006

