

STAFFING POLICY COMMITTEE

MINUTES of a MEETING of the STAFFING POLICY COMMITTEE held at COUNTY HALL, TROWBRIDGE on WEDNESDAY 11 NOVEMBER 2009.

PRESENT:

Cllr Allison Bucknell (Chairman), Cllr Rod Eaton, Cllr David Jenkins, Cllr Francis Morland, Cllr Bill Moss, Cllr John Noeken and Cllr John Smale.

18. **Apologies** Apologies for absence were received from Cllr Mike Hewitt, Cllr Mark Packard and Cllr Jane Scott (who was substituted by Cllr Bill Moss).

19. **Minutes of Previous Meeting**

Resolved: To confirm and sign the minutes of the Committee meeting held on 9 September 2009.

20. **Harmonisation of Pay and Other Terms & Conditions of Employment** The Committee considered a report by the Service Director HR & OD which set out the scope and outline plan for the harmonisation of pay and other terms and conditions of employment.

It was noted that, at its meeting on 24 November 2009, Cabinet would be asked to authorise the Service Director for HR and OD to negotiate a collective agreement on harmonised terms and conditions which would assure equal pay.

Cabinet would also be requested to provide direction on the negotiating parameters for the project team, which would include the cost impacts of the proposal to the Council and the impact of the proposal on the Councils positioning within the labour market.

Resolved:

- (1) To note the scope and outline plan for the harmonisation of pay and other terms and conditions of employment.

(2) To receive a further report on progress of this project at the next meeting.

21. **People Strategy Action Plan** It was noted that at its last meeting, this Committee received a report by the Service Director HR & OD which introduced this Strategy and outlined its five strategic priorities for the period 2008 to 2012, these being:

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

The Committee received an action plan prepared by the Service Director HR & OD which demonstrated how these priorities would be progressed during the period 2009 to 2010.

During consideration of this action plan Members of the Committee requested that deadlines be included in future updates to indicate a measure of completion.

Resolved: To approve the draft People Strategy Action Plan for the period 2009 to 2010 and to note that regular updates would be presented to this Committee to show progress.

22. **Implementation of Additional Wiltshire Council Statutory Policy – Redundancy Policy** On considering a report by the Service Director HR & OD,

Resolved: To approve retrospectively the new statutory Redundancy Policy for Wiltshire Council.

23. **Reconstitution of Committee** It was reported that, at its meeting on 10 November 2009, Council reviewed the membership of this Committee to ensure that at least two members of the Cabinet served on this Committee to enable Cabinet representation on two of the sub-committees of this Committee as required by the Officer Employment Procedure Rules. The Committee considered appointments to its sub-committees.

Resolved: To appoint members to serve on the sub-committees of this Committee as set out below:-

- (1) Senior Officers Employment Sub-Committee**

Conservative (2)
Cllr Mike Hewitt
Cllr Jane Scott

Liberal Democrat (1)
Cllr David Jenkins

Substitute Members

Cllr Rod Eaton
Cllr Bill Moss
Cllr John Smale

Cllr Mark Packard

(2) Appeals Sub-Committee

Conservative (2)

Cllr Rod Eaton
Cllr John Noeken

Liberal Democrat (1)

Cllr Mark Packard

Substitute Members

Cllr Allison Bucknall
Cllr Mike Hewitt
Cllr John Smale

Cllr David Jenkins

(3) Grievance Appeals Sub-Committee

Conservative (2)

Cllr Allison Bucknell
Cllr Mike Hewitt

Liberal Democrat (1)

Cllr Mark Packard

Substitute Members

Cllr Rod Eaton
Cllr Bill Moss
Cllr Jonathon Seed

Cllr David Jenkins

24. Senior Officers Employment Sub-Committee

Resolved: To receive the minutes of the Senior Officers Employment Sub-Committee meeting held on 18 August & 3 September 2009.

- 25. Work Plan** The Committee considered the need for formulation of a Work Plan. On hearing from the Service Director HR & OD,

Resolved: To request the Officers to develop a rolling programme for regular review of policy matters and to present a schedule of policy reviews to the next meeting.

26. Date of Next Meeting

Resolved: To note that the next meeting of the Committee would be held on Wednesday 13 January 2010, starting at 10.30am.

(Duration of meeting: 10.30am – 12.05pm)

The Officer who has produced these minutes is Roger Bishton, Democratic & Members' Services, direct line (01225) 713035 or e-mail

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