

Personnel and Development Committee Minutes

Date: 19 January 2015

Time: 7.00 - 7.10 pm

PRESENT: Councillor D H G Barnes (In the Chair)

Councillors Mrs W J Mallen, N B Marshall

28 APOLOGIES

Apologies for absence were received from M Angell, S P Lacey
Ms M L Neudecker and A Slater.

29 MINUTES

RESOLVED: That the minutes of the meeting of the
Committee held on 23 June 2014 be confirmed as a true
record and signed by the Chairman.

30 DECLARATIONS OF INTEREST

No declarations of interest were received.

31 REORGANISATION AND REDUNDANCY POLICY AND PROCEDURE AND TOOLKIT

A report was submitted which sought approval for the revised Reorganisation and Redundancy Policy, Procedure and Toolkit, following a referral from the Joint Staff Committee at its meeting on 3 December 2014.

The report stated that the content of the Reorganisation and Redundancy Policy and procedure, attached at Appendix A had been reviewed following which a number of amendments were proposed. Whilst no significant changes had been implemented, the amendments were highlighted at paragraph 7 of the report entitled main revisions to the Policy. A Toolkit had also been developed (Appendix B) in order to provide additional guidance and assistance in the application of the Policy and Procedure.

A Member queried why the current procedure was silent with regard to the consultation period. He was advised that there was no legal minimum consultation

requirement unless the Council was proposing to make 20 or more employees redundant. In this case there was a statutory requirement to consult for a minimum of 30 days. For a 100 plus redundancies 45 days was required, although the usual practice was to consult for 30 calendar days.

Members were informed that comments and issues arising from the Joint Staff Committee had been taken into account and incorporated within the Policy, to provide further helpful guidance.

RESOLVED: That the revised Reorganisation and Redundancy Policy and the Procedure and Toolkit be approved.

32 PAY POLICY STATEMENT 2015/16

A report was submitted on the WDC Pay Policy Statement for 2015-16, which had been considered by the Joint Staff committee at its meeting on 3 December 2014 and referred to this Committee for recommendation to Council for its endorsement.

The Pay Policy Statement for 2015-2016 was a summary of the Council's current pay related policies, practices, and relevant contractual national and local terms. The report emphasised that this statement contained much of the same detailed information as the current year's statement, but incorporated updated rates information where appropriate. (Appendix A to the report) detailed the Pay Policy Statement in full for the 2015-2016 financial year and drew attention to any changes as highlighted on pages 71, 74 and 76. This also accounted for the changes within the NJC Pay Awards and to the eligibility for membership and contribution rates within the Pension Scheme.

Members approved the presented report and made no additional comments prior to recommending it to Full Council.

RECOMMENDED: That the Pay Policy Statement for 2015/2016 be approved.

33 JOINT STAFF MINUTES - 3 DECEMBER 2014

RESOLVED: That the minutes of the meeting of the Joint Staff Committee held on 3 December 2014, be received.

Chairman

The following officers were in attendance at the meeting:

- Iram Malik - Democratic Services Officer
- John McMillan - Head of HR, ICT & Customer Services
- Jo Whiteley - Human Resources Manager (Operations)