

Time began:10.01am
Time ended: 11.00am

Personnel Committee 7 October2014

Present Councillor Redfern (Chair),
 Councillors Barker, Eldret, Hickson, MacDonald and Tittley

12/14 Apologies

Apologies for absence were received from Councillor Carr.

13/14 Late items to be introduced by the Chair

In accordance with Section 100(B)(4) of the Local Government Act 1972, the Chair agreed to admit the following item on the grounds that it needed to be considered before the next meeting of the Personnel Committee:

- Pay and Reward Project Update

14/14 Declarations of Interest

There were none.

15/14 Minutes of the meeting held on 9 July2014

The minutes of the meeting held on 9 July 2014 were agreed as a correct record and signed by the Chair.

16/14 Revised Flexible Working Policy

The Committee received a report of the Strategic Director of Resources on Revised Flexible Working Policy. The report was presented by a HR Advisor.

It was reported that the Children and Families Act 2014 had expanded the right to request flexible working to all employees with over 26 weeks continuous employment.

It was further reported that previously the Council had three separate policies that dealt with different aspects of flexible working; the 'Flexible Working Policy', the 'Job Sharing Policy', and the 'Work-life Balance and Flexible Working Policy'. Members noted that the latter two policies were forms of flexible working.

It was reported that the revised Flexible Working Policy covered all forms of flexible working whilst incorporating the legislative changes. It was further reported that the 'Job Sharing Policy' and 'Work-life Balance and Flexible Working Policy' had been converted to procedures, namely the 'Job Sharing Procedure' and the 'Working

Flexible Hours Procedure'. Members noted that this reduced the number of policies, whilst clarifying what was procedural.

Members asked whether consultation had taken place with the unions. It was reported that the revised policy had been considered by a conditions of service working party that included unions. Members noted that the unions were happy with the revised policy.

Members noted that no substantive changes had taken place with the creation of the revised policy and that any proposed substantive changes would have to be brought before the Personnel Committee.

Members noted that procedural detail was more likely to change than policy and asked what those changes might be. It was reported that quite often it was the forms that changed.

Resolved:

- 1. to note the change of the 'Work-life Balance and Flexible Working Policy' to the 'Working Flexible Hours Procedure';**
- 2. to note the change of the 'Job Sharing Policy' to the 'Job Sharing Procedure'; and**
- 3. to agree the changes to the Flexible Working Policy in line with the Children and Families Act 2014.**

17/14 Exclusion of Press and Public

Resolved that under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting during discussion of the following items on the grounds that they involved the likely disclosure of exempt information as defined in paragraph 4 of Part 1 of Schedule 12A of the Act and that the public interest in maintaining the exemption outweighed the public interest in disclosing this information.

18/14 Pay and Reward Project Update

The Committee received a report of the Strategic Director of Resources on Pay and Reward Project Update. The report was presented by the Director of Legal and Democratic Services and the Strategic HR Manager – OD and Pay and Reward.

Members received an update on the current position in relation to the Council's Pay & Reward project with specific reference to the Hay Group review of grades, the appeals process and implementation within Derby Community Schools.

Resolved:

- 1. to note the current position in respect of the review of grades by the Hay Group;**
- 2. to note the current position in relation to appeals against job evaluation outcomes; and**
- 3. to note the current position in relation to the roll out of the Equal Pay Review across support staff employed in Derby community schools.**

MINUTES END