

Time began: 4.00pm
Time ended: 4.35pm

**Personnel Committee
20 November 2013**

Present Councillor Roberts (Chair),
Councillors Ashburner, Barker, Carr, Jackson, S Khan, and
MacDonald

25/13 Apologies

Apologies for absence were received from Councillor Jennings.

26/13 Late items to be introduced by the Chair

There were none.

27/13 Declarations of Interest

There were none.

28/13 Minutes of the meeting held on 25 September 2013

The minutes of the meeting held on 25 September 2013 were agreed as a correct record and signed by the Chair.

29/13 2014/15 Budget Update

The Committee received a report of the Strategic Director of Resources on Budget 2014/15 and trade union consultation. The report was presented by the Director of HR and Business Support and the Strategic HR Business Partner.

It was reported that the budget proposals had identified that approximately £29 million savings were required for 2014/15 and a further £31 million savings required for 2015/16 and that a proportion of the budget proposals had staffing implications.

Members noted that regular corporate Trade Union budget consultation meetings had been set up to help to ensure that the Council met its statutory consultation obligations. At a Trade Union budget consultation meeting on 5 November 2013, the Trade Unions were formally notified that up to 350 FTE reduction may be required by 30 September 2014 to balance the 2014/15 budget.

It was reported that a Section 188 letter was issued to the Trade Unions on 5 November 2013 to open consultation over possible dismissals on the grounds of redundancy and to enable the Council to actively seek applications for voluntary redundancy in order to mitigate potential compulsory redundancies.

Members noted that directorates had been developing their restructure proposals to deliver staffing savings and the details of the directorate-specific proposals had been shared with the Trade Unions. It was also noted that local consultation would take place on each service-specific restructure proposal.

It was reported that any redundancy dismissals that may be necessary following the appropriate period of consultation would be made in accordance with the existing Consultation, Restructuring and Redundancy Policy and that the policy had been discussed and agreed with the Trade Unions.

Members asked about priority access to vacancies for those employees at risk of redundancy. It was reported that any employees who did not gain a position through the restructuring process were placed on the redeployment register. Members noted that the register gave them ring fenced access to any vacancies across the whole of the Council, in the first instance.

Members asked how the Voluntary Redundancy scheme had been promoted to employees. It was reported that the scheme had been promoted in a number of ways from information being available on the Council's intranet to letters being sent to every employee.

Members sought clarification that it was the post that was deleted and not the person. This was confirmed to be the case and that the person was only made redundant if they did not gain a position through the restructuring process or redeployment.

Resolved:

- 1. to note that the Council has formally notified the Trade Unions on 5 November 2013 that up to 350 FTE reduction may be required by 30 September 2014 to balance the budget; and**
- 2. to note the established dismissals process for any compulsory redundancies arising out of a restructuring process covered under collective consultation which is detailed in the Council's Consultation, Restructuring and Redundancy Policy and guidance.**

30/13 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 3 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.

31/13 Pay and Reward Project Update

The Committee received an update on the pay and reward project. The update was presented by the Director of HR and Business Support.

Resolved:

1. to note the update;
2. to request that Members of the Committee receive a copy of the finalised appeals process in relation to the JIQ;
3. to request that Members of the Committee receive the scores and breakdowns from the JIQ; and
4. to request that Members of the Committee receive a copy of the conditions of service.

MINUTES END