

Public Document Pack



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Tuesday, 5 May 2015

Notice of Meeting

Dear Member

Personnel Committee

The **Personnel Committee** will meet in the **Executive Support Meeting Room - Crown Court Buildings, Princess Street, Huddersfield** at **2.00 pm** on **Monday, 11 May 2015**.

The items which will be discussed are described in the agenda and there are reports attached which give more details.

A handwritten signature in black ink, appearing to read 'Julie Muscroft', on a light-colored background.

Julie Muscroft

Assistant Director of Legal, Governance and Monitoring

Kirklees Council advocates openness and transparency as part of its democratic processes. Anyone wishing to record (film or audio) the public parts of the meeting should inform the Chair/Clerk of their intentions prior to the meeting.

The Personnel Committee members are:-

Member

Councillor David Sheard (Chair)

Councillor Martyn Bolt

Councillor Jean Calvert

Councillor Andrew Cooper

Councillor David Hall

Councillor Robert Light

Councillor Peter McBride

Councillor Graham Turner

Councillor Nicola Turner

Agenda

Reports or Explanatory Notes Attached

Pages

1: Membership of the Committee

This is where Councillors who are attending as substitutes will say for whom they are attending.

2: Minutes of Previous Meeting

1 - 4

To approve the Minutes of the meeting of the Committee held on 16 March 2015.

3: Interests

5 - 6

The Councillors will be asked to say if there are any items on the Agenda in which they have disclosable pecuniary interests, which would prevent them from participating in any discussion of the items or participating in any vote upon the items, or any other interests

4: Admission of the Public

Most debates take place in public. This only changes when there is a need to consider certain issues, for instance, commercially sensitive information or details concerning an individual. You will be told at this point whether there are any items on the Agenda which are to be discussed in private.

5: Deputation/Petitions

The Committee will receive any petitions and hear any deputations from members of the public. A deputation is where up to five people can attend the meeting and make a presentation on some particular issue of concern. A member of the public can also hand in a petition at the meeting but that petition should relate to something on which the body has powers and responsibilities.

Any Member of the Public wishing to make a deputation is required to give notice in writing to the Assistant Director – Legal, Governance and Monitoring at least 24 hours prior to the start of the meeting.

6: Public Question Time

The Committee will hear any questions from the general public.

7: Exclusion of the Public

To resolve that under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.

8: HR and IR issues - Update

To consider an update on events following the Personnel Committee on 16 March 2015.

(Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority. The need to maintain confidentiality around negotiation with Trade Unions outweighs the public interest in disclosing the information)

Contact Officer: Rosemary Gibson 01484 221000

9: Securing additional interim senior capacity for Adult Social Care

7 - 12

To consider a request to secure additional interim senior capacity to support the change programme in Adult Social Care.

(Information relating to the financial or business affairs of any particular person (including the authority holding that information). The need to ensure confidentiality around terms associated with the recruitment outweigh the public interest in disclosing the information)

Contact Officer: Richard Parry 01484 221000

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PC9

Contact Officer: Steve Copley

KIRKLEES COUNCIL
PERSONNEL COMMITTEE

Monday 16 March 2015

Present: Councillor Sheard (in the Chair)
Councillors Calvert, McBride and G Turner

- 1 Membership of Committee**
Apologies for absence noted on behalf of Councillors Andrew Cooper, Robert Light and Nicola Turner.
- 2 Minutes of previous meeting**
The Minutes of the Personnel Committee meeting on 11 February 2015 were approved.
- 3 Interests**
No interests were declared.
- 4 Admission of the public**
Members resolved to consider items 9 and 10 in private session, as they both contain exempt information.
- 5 Deputations and petitions**
No deputations or petitions were received.
- 6 Public question time**
No questions were submitted.
- 7 The Introduction of a Living Wage for Kirklees Council Staff**
Ruth Redfern, Director for Communities, Transformation and Change, introduced a report to seek the Committee's approval to introduce a living wage for the Kirklees Council workforce from April 2015.

The report set out the costs and implications associated with the recommendations for change for Kirklees Council, local schools and other parties who employ staff to provide local services.

RESOLVED -

That the Personnel Committee approves the recommendations set out in the report to make the changes to the terms and conditions of employment to facilitate the introduction of a Living Wage for Kirklees Council employees. These recommendations are:-

(1) To introduce a Kirklees Living Wage of £7.88 for employees using the Single Status Employee Handbook.

(2) That the Living Wage is introduced on a contractual basis, committing the Council to a lowest pay rate of SCP 11 and that the agreed Living Wage is used for the payment of overtime/additional hours working.

(3) That the rate for the Kirklees Living Wage be reviewed by Directors as part of the budget process for 2016/17 with regard to wider circumstances rather than using future increases suggested by the Living Wage Foundation.

(4) That, in April 2015, Directors consider a further report looking at the effect of a market rate supplement on the Living Wage on differentials, in particular in catering and cleaning and in accordance with the Council policy on market rate supplements.

8 Exclusion of the public

RESOLVED - That acting under Section 100(A)(4) of the Local Government Act, 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act, as specifically stated in the under mentioned minutes.

9 Human resources and industrial relations – Update

(Exempt information relating to consultations and negotiations and contemplated consultations and negotiations in connection with a labour relations matter. The public interest in maintaining the exemption is that the disclosure of information would prejudice the outcome of consultations and negotiations with trade unions, which outweighs the public interest in disclosing the information.)

Further to the Personnel Committee on 11 February 2015, the Committee received a verbal update from Jacqui Gedman, Director of Economy, Skills and Environment and Rosemary Gibson, Head of Human Resources, on the progress made in the negotiations with the trade unions following the Central Negotiating Team meeting on 3 February 2015.

Officers also tabled a copy of a confidential HR/IR update (Dated 12 March 2015) to Directors, Assistant Directors and Senior Managers in the council to explain progress and the proposals which have been discussed and accepted.

Officers went on to answer member's questions about the next steps in the process.

RESOLVED -

(1) The progress report be noted.

(2) Jacqui Gedman be delegated the authority to conclude the remaining negotiations with the trade unions and to formalise and sign off on the memorandum of understanding and the collective agreement that is still required

(3) A further progress report be shared with the Personnel Committee in due course.

10 Changes to senior managers and their roles and responsibilities

(Exempt information relating to particular employees. The public interest in maintaining the exemption, which would protect the rights of the individual under the Data Protection Act 1988, outweighs the public interest in disclosing the information and providing greater openness in the Council's decision making)

Adrian Lythgo, Chief Executive, introduced a report to seek the Committee's approval to a series of recommendations to deal with changes to senior managers and their roles and responsibilities from Spring 2015 onwards.

RESOLVED -

(1) The recommendations, as set out in paragraph 8 of the report, be approved, and subject to Adrian Lythgo consulting with Councillors Andrew Cooper, Robert Light and Nicola Turner about the process for the recruitment of an Assistant Director for Early Intervention and Prevention.

(2) A progress report will be shared with the Personnel Committee in due course.

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KIRKLEES COUNCIL			
COUNCIL/CABINET/COMMITTEE MEETINGS ETC			
DECLARATION OF INTERESTS			
Personnel Committee			
Name of Councillor			
Item in which you have an interest	Type of interest (eg a disclosable pecuniary interest or an "Other Interest")	Does the nature of the interest require you to withdraw from the meeting while the item in which you have an interest is under consideration? [Y/N]	Brief description of your interest

Signed: Dated:

NOTES

Disclosable Pecuniary Interests

If you have any of the following pecuniary interests, they are your disclosable pecuniary interests under the new national rules. Any reference to spouse or civil partner includes any person with whom you are living as husband or wife, or as if they were your civil partner.

Any employment, office, trade, profession or vocation carried on for profit or gain, which you, or your spouse or civil partner, undertakes.

Any payment or provision of any other financial benefit (other than from your council or authority) made or provided within the relevant period in respect of any expenses incurred by you in carrying out duties as a member, or towards your election expenses.

Any contract which is made between you, or your spouse or your civil partner (or a body in which you, or your spouse or your civil partner, has a beneficial interest) and your council or authority -

- under which goods or services are to be provided or works are to be executed; and
- which has not been fully discharged.

Any beneficial interest in land which you, or your spouse or your civil partner, have and which is within the area of your council or authority.

Any licence (alone or jointly with others) which you, or your spouse or your civil partner, holds to occupy land in the area of your council or authority for a month or longer.

Any tenancy where (to your knowledge) - the landlord is your council or authority; and the tenant is a body in which you, or your spouse or your civil partner, has a beneficial interest.

Any beneficial interest which you, or your spouse or your civil partner has in securities of a body where -

- (a) that body (to your knowledge) has a place of business or land in the area of your council or authority; and
- (b) either -

the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or

if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you, or your spouse or your civil partner, has a beneficial interest exceeds one hundredth of the total issued share capital of that class.

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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