



Assistant Director of Legal, Governance and Monitoring

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Decision Summary

Committee:

Date:

Committee Clerk:

TEL:

PERSONNEL COMMITTEE

WEDNESDAY 25 JANUARY 2017

Steve Copley

01484 221000

Chair

Councillor David Sheard

Councillors Attended

M Bolt, D Hall, N Patrick, N Turner, P McBride and G Turner

Attendees

Co-optees

Apologies

Councillor Shabir Pandor and Councillor Terry Lyons

Observers

1 Membership of the Committee

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

Apologies for absence were noted on behalf of Councillors Terry Lyons and Shabir Pandor.

2 Minutes of Previous Meeting

To approve the Minutes of the meeting of the Committee held on 17 November 2016.

The minutes of the Personnel Committee meeting on 17 November 2016 were approved.

3 Interests

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.

No interests were declared.

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.

Members resolved to consider items 10, 11, 12 and 13 in private session, as they contain exempt information. The details and reasons are set out at the start of each item.

5 Public Question Time

The Committee will hear any questions from the general public.

No questions were received.

6 Member Question Time

To consider questions from Councillors.

No deputations or petitions were received.

7 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.

No questions were received.

8 Returning Officer and Responsibilities for National Elections and Referenda

To consider a recommendation to correct the existing approach of consolidating the (Acting) (Local) Returning Officer fees relating to national elections and referenda into the salary of the Chief Executive.

Contact: Adrian Lythgo – 01484 221000

Decision - Members of the Personnel Committee approved the recommendations in this report, which are that:

(1). In future the Chief Executive/Acting Chief Executive will receive separate election fees to their Council salary for all national elections and/or referendums.

(2). A proportion (46.5%) of which will be paid back into the election staffing budget or as a direct payment to the Deputy Returning Officer (with full delegated powers) as detailed in 2.5 of the report.

10 Update on Human Resources and Industrial Relations and Trade Union Relationships in the New Council

To receive an update on developments in the period since the Personnel Committee on 17 November 2016.

Contact: Rosemary Gibson – 01484 221000

Decision - Members of the Personnel Committee agreed to:-

- (1). Receive today's progress report
 - (2). Unanimously commit to support the introduction of the changes by 1 April 2017 which will see the total number of trade union representatives for UNISON, GMB and UNITE, plus the formal time off that is allocated to them and recorded for their trade union duties, being based on some new ratios based on 1:1000 for the total number of members that they have working in Kirklees.
 - (3). Ask officers to progress further work with managers, staff and the trade unions to manage and record any "green time" and any other ad hoc and informal time off for other trade union duties in 2017/18
 - (4). Ask officers to review how time off for managers and staff to undertake any other official or voluntary duties and roles e.g. local magistrates, will also be managed and recorded in 2017/18.
 - (5). Ask officers to provide members of the committee with the current list of issues in Children's Services which the trade unions have raised for attention in January 2017, and following the discussions with CNT and the Employee Relations Sub Committee in April 2014.
 - (6). Ask management to issue some communications to councillors, managers and staff to help raise awareness of these issues and the actions that are being taken to address them.
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11 Succession planning and managing change

To receive an update on developments in the period since the Personnel Committee on 17 November 2016.

Contact Officer: Adrian Lythgo 01484-221000

Decision – Members of the Personnel Committee agreed to:-

- (1). Receive the progress report on the appointments to the roles of Strategic

Directors and Service Director Directors to-date

(2). Approve the variation proposed for recruitment to the vacant Service Director roles because of the particular nature of these roles, so as to bring in greater capacity and stability at the earliest point.

(3). Note that Kim Brear, Assistant Director, will vary her personal arrangements to support the transition to new council

(4). Formally approve the remuneration of Gill Ellis as interim Director of Children's Services, based on the figures set out in paragraph 3 of the report

(5). Note the approach to the heads of service review in a number of stages

(6). Formally approve the remuneration of Jacqui Gedman as Acting Chief Executive, based on the proposal as set in in Annexe B to the report, but on a revised starting point of SCP 79.

12 Arrangements for interim capacity in senior management

To consider the arrangements for the post of Strategic Director for Economy and Infrastructure in 2017/18.

Contact Officer: Adrian Lythgo 01484-221000

Decision – Members of the Personnel Committee agreed to:-

(1). Approve, in principle, the recommendation in this report, to appoint Mr Naz Parkar, on an interim basis, to the role of Strategic Director for Economy and Infrastructure, to help ensure sufficient strategic capacity and support in the council

(2). Ask Jacqui Gedman to provide members of the committee with further information about this candidate, plus an opportunity to meet with him in Jan 2017.

13 Health and social care arrangements

To consider the arrangements for the work of the Strategic Director for Adults and Health and his roles with Kirklees Council and the North Kirklees Clinical Commissioning Group in 2017/18.

Contact Officer: Adrian Lythgo 01484-221000

Decision – Members of the Personnel Committee agreed to approve the

recommendation in the report, and support option 2, but subject to the conditions that:-

- The arrangements are to continue but are to be reviewed, by Jacqui Gedman, on a 3 month basis up until 31 December 2017, and the CCG asked to clarify its direction of travel, dates and plans by Summer 2017.

- The current arrangements continue for a fixed term extension of 3 months, with an additional 3 month (rolling) notice period.

- David Hamilton will be asked to provide some interim capacity in adult social care to provide whole time cover on adult social care statutory functions for the remaining period of the secondment.

- Officers to issue communications to councillors, managers and staff to help clarify the roles and responsibilities of Richard Parry and David Hamilton in covering the duties and role of Strategic Director for Adults and Health in the period up to 31 December 2017.
