

Contact Officer: Steve Copley

KIRKLEES COUNCIL
PERSONNEL COMMITTEE

Tuesday 19th January 2016

Present: Councillor David Sheard (Chair)
Councillor Jean Calvert (Chair)
Councillor Robert Light
Councillor Shabir Pandor
Councillor Graham Turner
Councillor Andrew Marchington

Apologies: Councillor David Hall
Councillor Peter McBride
Councillor Nicola Turner

In attendance: None

1 Membership of the Committee

Apologies for absence noted on behalf of Councillors David Hall, Peter McBride and Nicola Turner

Cllr Andrew Marchington substituted for Cllr Nicola Turner.

Cllr David Sheard was late arriving at today's meeting. Therefore, Cllr Jean Calvert took the chair for items 1-6.

2 Minutes of Previous Meeting

The Minutes of the Personnel Committee meeting on 22 September 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 contain exempt information. The details and reasons are set out at the start of each item.

5 Deputation/Petitions

No deputations or petitions were received.

6 Public Question Time

No questions were submitted.

7 Kirklees Council and work with the North Kirklees Clinical Commissioning Group (CCG)

Following on from a report at the Personnel Committee on 22 September 2015, Adrian Lythgo explained that the current Accountable Officer for North Kirklees CCG has announced that she will retire at the end of March 2016.

In considering the arrangements for her replacement, NKCCG is working with its members to consider options for the future. As part of this work, a number of interviews have taken place within the CCG and with external stakeholders. This work is pointing to (a) the CCG putting in place some short term arrangements to create time whilst it considers longer term options in light of the changing national context and (b) the value of working in the future with other local organisations to further join up the local system leadership.

The work is currently concluding and will be reported to a meeting of NKCCG Governing Body on 20th January 2016 which will also consider the feedback from member practices, external stakeholders and NHS England and take a decision about the appointment process for the Accountable Officer.

Adrian Lythgo explained that, as the scope of the joint working becomes clearer, the Council and local healthcare organisations should consider the opportunities, if and when they arise, for roles that undertake activity on behalf of more than one organisation

Members of the Personnel Committee were asked to note this progress report.

RESOLVED - Members of the Personnel Committee resolved to note this progress report.

8 Exclusion of the Public

The Personnel Committee agreed to exclude the public at this point, to consider items 9 and 10 in private session.

9 Succession Planning, Managing Change and Senior Officer Structure

(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)

Further to the Personnel Committee on 22 September 2015, Adrian Lythgo presented a report which outlined the background to a recommendation to create a role, rather than a formal post, for a Deputy Chief Executive

In summary, the report explained that the principle purpose of the designation of Deputy Chief Executive would be to bring consistency and clarity to officer leadership arrangements in support of the Chief Executive. The key components of the role would be:

- To exercise the Chief Executive's delegation on urgent decision making in his absence;

Personnel Committee - 19 January 2016

- To represent the Council at regional and sub-regional meetings, particularly those also involving the Leader of the Council, in the Chief Executive's absence;
- To provide a clear point of reference for councillors in the absence of the Chief Executive;
- To lead on specific items of business as delegated by the Chief Executive from time to time.

Members of the Personnel Committee discussed the background and merits associated with the proposal.

RESOLVED -

(1) To approve the Chief Executive's recommendation to create the designation and role of Deputy Chief Executive, as a role rather than a post.

(2) To acknowledge that the role description should not impact significantly on the job descriptions of other Directors or the Chief Executive but should focus on exercising the executive authority of the Chief Executive in agreed circumstances. It was also agreed that the role should not be remunerated in addition to the existing salary of the Director appointed to the role.

(3) That all Directors should be invited to consider applying for the role by setting out what they believe they would gain from holding the role and how they could most effectively carry it out in support of the Chief Executive and the Council. The Chief Executive will also speak to the new Director of Children's Services about the proposal described within today's report.

(4) That a councillor interview panel, based on a membership and ratio of 2.1.1, should be established to consider expressions of interest and to conduct interviews.

(5) That the Chief Executive be asked to review the success of these arrangements by March 2017.

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

(Exempt information relating to consultations or negotiations, or contemplated consultations and negotiations, in connection with a 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 negotiations with the trade unions outweighs the public interest in disclosing the information)

Further to the Personnel Committee on 22 September 2015, the Committee received a verbal update from Jacqui Gedman, Director for Place, Ruth Redfern, Director for Communities, Transformation and Change, and Rosemary Gibson, Head of Human Resources, on the progress being made in terms of the discussions and work with the trade unions in dealing with the review of services following on from the completion and acceptance of the collective agreement and memorandum of understanding by the management and trade union sides in 2014/15.

Personnel Committee - 19 January 2016

Today's discussion focused, in particular, on:-

- The important role of the trade unions and the need for good trade union representation in the council
- The need to modernise some of the existing working arrangements in 2016.
- The need to introduce appropriate management support for those council employees who are trade union representatives, where this involves all of their contractual hours
- The costs and time involved in providing "time off" for trade union representatives to undertake duties.

RESOLVED -

(1) Officers to pursue the following issues in order to provide a report back to the Personnel Committee in March 2016:-

- The costs and time involved in providing "time off" for trade union representatives to undertake their duties, and recommendations on what is appropriate and legitimate for 2016/17
- Information on the ratio(s) which the trade unions are using to provide representation for their trade union memberships in Kirklees, and recommendations on what the appropriate ratio(s) should be for 2016/17
- The management support for those council employees who are trade union representatives in Kirklees in 2016/17, where this involves all of their contractual hours

(2) Communications between the management side (councillors and officers) and representatives of the trade unions will involve the use of e-mail from 1 February 2016.