

Committee: Personnel Committee
Date: Wednesday 11 December 2013
Time: 6.30 pm
Venue: Bodicote House, Bodicote, Banbury, OX15 4AA

Membership

Councillor Lynn Pratt (Chairman)	Councillor Melanie Magee (Vice-Chairman)
Councillor Ken Atack	Councillor Ann Bonner
Councillor Norman Bolster	Councillor Mark Cherry
Councillor G A Reynolds	Councillor Alaric Rose
Councillor Lawrie Stratford	Councillor Rose Stratford
Councillor Lynda Thirzie Smart	Councillor Barry Wood

AGENDA

1. Apologies for Absence and Notification of Substitute Members

2. Declarations of Interest

Members are asked to declare any interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

3. Petitions and Requests to Address the Meeting

The Chairman to report on any requests to submit petitions or to address the meeting.

4. Urgent Business

The Chairman to advise whether they have agreed to any item of urgent business being admitted to the agenda.

5. **Minutes** (Pages 1 - 2)

To confirm as a correct record the Minutes of the meeting of the Committee held on 11 September 2013.

6. **Chairman's Announcements**

To receive communications from the Chairman.

7. **Staff Survey Results** (Pages 3 - 40)

Report of Head of Transformation

Purpose of Report

To provide an overview of the results of the 2013 staff survey.

Recommendations

The meeting is recommended:

- 1.1 To consider the staff survey results and the proposed approach to action planning and identify any particular issues to be addressed through the action planning process.

8. **Auto Enrolment into the Local Government Pension Scheme** (Pages 41 - 46)

Report of Interim Head of Finance and Procurement and Head of Transformation.

Purpose of Report

To inform Members of the changes to Local Government Pension Scheme legislation amendments that relate to auto enrolment, and to determine whether a deferment of the start date from 1 February 2014 to the 30 September 2017 should be applied to eligible employees

Recommendation

The meeting is recommended:

- 1.1 To agree to an implementation date of the 30 September 2017 for eligible employees, instead of applying the currently proposed date of the 1 February 2014

9. **Employment Statistics Second Quarter - July to September 2013**
(Pages 47 - 62)

Report of Head of Transformation

Purpose of Report

The purpose of this report is to detail employment statistics, by Directorate, for information and monitoring purposes and to compare the Cherwell District Council position against the wider employment market.

Recommendations

The meeting is recommended:

- 1.1 To note the contents of the report.

10. Exclusion of the Public and Press

The following reports contain exempt information as defined in the following paragraphs of Part 1, Schedule 12A of Local Government Act 1972.

1 - Information relating to any individual.

2 – Information which is likely to reveal the identity of an individual

3– Information relating to the financial or business affairs of any particular person (including the authority holding that information).

4 – 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.

Members are reminded that whilst the following item(s) have been marked as exempt, it is for the meeting to decide whether or not to consider each of them in private or in public. In making the decision, members should balance the interests of individuals or the Council itself in having access to the information. In considering their discretion members should also be mindful of the advice of Council Officers.

Should Members decide not to make a decision in public, they are recommended to pass the following resolution:

“That, in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business, on the grounds that they could involve the likely disclosure of exempt information as defined in paragraphs 1, 2, 3 and 4 of Schedule 12A of that Act.”

11. Business Case for Implementing Phase Two of a Shared Service for Environmental Services (Pages 63 - 104)

Exempt Report of Head of Environmental Services.

Pay Grades April 2013 - March 2014 - For Information

Councillors are requested to collect any post from their pigeon hole in the Members Room at the end of the meeting.

Information about this Meeting

Apologies for Absence

Apologies for absence should be notified to democracy@cherwellandsouthnorthants.gov.uk or 01295 221589 prior to the start of the meeting.

Declarations of Interest

Members are asked to declare interests at item 2 on the agenda or if arriving after the start of the meeting, at the start of the relevant agenda item.

Local Government and Finance Act 1992 – Budget Setting, Contracts & Supplementary Estimates

Members are reminded that any member who is two months in arrears with Council Tax must declare the fact and may speak but not vote on any decision which involves budget setting, extending or agreeing contracts or incurring expenditure not provided for in the agreed budget for a given year and could affect calculations on the level of Council Tax.

Evacuation Procedure

When the continuous alarm sounds you must evacuate the building by the nearest available fire exit. Members and visitors should proceed to the car park as directed by Democratic Services staff and await further instructions.

Access to Meetings

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named below, giving as much notice as possible before the meeting.

Mobile Phones

Please ensure that any device is switched to silent operation or switched off.

Queries Regarding this Agenda

Please contact Natasha Clark, Democratic and Elections
natasha.clark@cherwellandsouthnorthants.gov.uk, 01295 221589

Sue Smith
Chief Executive

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