

Cherwell District Council

Personnel Committee

Minutes of a meeting of the Personnel Committee held at Bodicote House, Bodicote, Banbury, OX15 4AA, on 2 July 2014 at 6.30 pm

Present: Councillor Lynn Pratt (Chairman)

Councillor Ken Atack
Councillor Norman Bolster
Councillor Mark Cherry
Councillor Melanie Magee
Councillor G A Reynolds
Councillor Barry Wood

Apologies for absence: Councillor Ann Bonner
Councillor Surinder Dhesi
Councillor Timothy Hallchurch MBE
Councillor Simon Holland

Officers: Kevin Lane, Head of Law and Governance / Monitoring Officer
Paula Goodwin, Human Resources and Organisational Development Manager
Mandy Targett, HR Business Partner for Resources
Lesley Farrell, Assistant Democratic and Elections Officer
Natasha Clark, Team Leader, Democratic and Elections

3 Declarations of Interest

There were no declarations of interests.

4 Petitions and Requests to Address the Meeting

There were no petitions or requests to address the meeting.

5 Urgent Business - LGPS 2014 Discretions Policy

The Chairman reported that she agreed to add one item of urgent business to the agenda: Local Government Pension Scheme 2014 Discretions Policy, as there was a requirement for the council to have the necessary policies in place as soon as possible after 30 June 2014.

The Shared Human Resources and Organisational Development Manager presented the report of the Head of Transformation which informed the

Committee of the changes following the implementation of the Local Government Pension Scheme (LGPS) 2014, and requested approval to the proposed additional discretions as a result of this change.

Resolved

- (1) That the discretions as detailed in the report (annex to the minutes as set out in the Minute Book) be supported and approved.

6 **Minutes**

The minutes of the meeting held on 16 April 2014 were agreed as a correct record and signed by the Chairman.

7 **Chairman's Announcements**

There were no Chairman's announcements.

8 **Employment Statistics 3rd and 4th Quarter - 1 October 2013 to 31 March 2014**

The Human Resources Business Partner for Resources presented the report of the Head of Transformation which detailed employment statistics 3rd and 4th Quarter 1 October 2013 to 31 March 2014 by Directorate, for information and monitoring purposes and compared the Cherwell District Council position against the wider employment market.

The statistics from the 3rd quarter had been included as they were not available for the meeting of the committee in January 2014.

The Human Resources Business Partner for Resources reported that South Northamptonshire Council's equivalent committee had requested data from neighbouring councils and shared services be included in the report for comparison and this data comparison would be included in future reports.

Resolved

- (1) That the contents of the report be noted.

9 **Exclusion of the Public and Press**

Resolved

That under Section 100A of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the ground that, if the public and press were present, it would be likely that exempt information falling under the provisions of Schedule 12A, Part 1, Paragraphs 1, 2, 3 and 4 would be disclosed to them, and that in all the

circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information

10 **Employment Statistics 3rd and 4th Quarter - 1 October 2013 to 31 March 2014 - Exempt Appendix**

The Committee considered the exempt appendix to the report of the Head of Transformation which detailed employment statistics 3rd and 4th Quarter 1 October 2013 to 31 March 2014.

Resolved

- (1) That the exempt annex be noted.

11 **Proposal for a Joint Legal Service with Cherwell District Council and Stratford-On-Avon District Council**

The Head of Law and Governance submitted an exempt report which outlined the proposal for a three way Joint Legal Service between Cherwell District Council (CDC), South Northamptonshire Council (SNC) and Stratford on Avon District Council (SDC). The proposal was part of the wider transformation programme across the three Councils.

It was proposed that, if approved, the Joint Legal Service would commence on 1 October 2014. The commencement of the Joint Legal Service was highly dependant on the ICT being live and would possibly be delayed if not in place at that time.

The Head of Law and Governance informed the Committee that South Northamptonshire Council's Appointments and Personnel Committee had raised concerns that the proposed new posts would be on fixed term contracts as there may be difficulties in recruiting and had agreed that they should be permanent posts.

In considering the comments of the SNC Appointments and Personnel Committee, the Committee noted the reasoning in the business case for the posts being fixed term and agreed that recruitment should be undertaken for fixed term posts but if this proves unsuccessful, the posts should be recruited to on a permanent basis.

Resolved

- (1) That the responses to the consultation process with the affected staff and trade union representatives be noted.
- (2) That it be noted that the business case was approved by Executive on 23 June 2014.
- (3) That the staffing aspects of the business case to share a joint Legal Service between, Cherwell District Council (CDC) South Northamptonshire (SNC) Council and Stratford-On-Avon District

Council (SDC) be approved, subject to similar consideration and approval by the respective decision making bodies of SNC and SDC.

- (4) That authority be delegated to the Head of Law and Governance in consultation with the Head of Transformation to recruit to the proposed new posts on a permanent basis should recruitment on a fixed term basis prove to be unsuccessful.

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Business Support Unit

The Head of Law and Governance presented a report of the Director of Resources which sought consideration of a proposal to create a business support unit in order to be able to maximise income streams at Cherwell District Council and South Northamptonshire Councils.

Resolved

- (1) That the creation of three new posts for a Business Support Unit, initially covering and Cherwell District Council and South Northamptonshire Council be supported.
- (2) That it be noted the new posts would be augmented by the transfer of some current staff into the unit to provide dedicated and co-ordinated resources to enable the authorities to maximise income streams but that any transfers regarding current members of staff would be subject to a separate consultation exercise.
- (3) That authority be delegated to the Director of Resources to finalise and implement all aspects of the Business Support Unit to enable it to be implemented as soon as possible.

The meeting ended at 7.30 pm

Chairman:

Date: