


Employment Committee

Minutes of the meeting held on Wednesday 13 September 2017 at the Town Hall, Royal Leamington Spa at 6.00 pm.

Present: Councillor Mrs Bunker (Chairman); Councillors Barrott, G Cain, Mrs Evetts, Mrs Falp, Mobbs, Murphy, Noone and Parkins.

Doody 
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16. Apologies and Substitutes

- (a) There were no apologies for absence.
- (b) Councillor G Cain substituted for Councillor Day.

17. Declarations of Interest

Minute 24 – Neighbourhood Services Redesign

Councillor Mrs Falp declared a prejudicial interest because a close relative worked in Neighbourhood Services. She left the room whilst this item was considered.

18. Minutes

The minutes of the meetings held on 22 March, 7 June, 14 June and 19 June 2017 were taken as read and signed by the Chairman as a correct record.

19. Review of Staff Terms & Conditions of Employment (Standby Allowance) – following a decision made by the Employment Committee 14 June 2017 – Minute 6, minutes 14 June 2017

At the meeting of the Employment Committee 14 June 2017, Members were concerned with the wording in paragraph 6.2 of the report and felt that it was too strong and needed softening and more explanation. The Senior Human Resources Officer was asked to provide amended wording and circulate this to the whole Committee ahead of the next meeting for approval.

Resolved that the amended wording for paragraph 6.2 in the report presented to the Committee on 14 June 2017, titled "Review of Staff Terms & Conditions of Employment (Standby Allowance)" is approved.

Amended wording paragraph 6.2:

"The risk of not reaching a Collective Agreement is that we enter into a process of "Dismissal and Offer of Re-engagement" – this is where the existing contract of employment comes to an end and the new contract of employment (with the revised terms and conditions) begins – the legal term for this is known as 'dismissal and offer of re-engagement'."



EMPLOYMENT COMMITTEE MINUTES (Continued)

20. Appointment of a Sub-Committee

Warwick District Council's Constitution, Part 3 – Responsibility for Functions; Employment Committee had a clause that stated:

"To appoint a sub-committee that contains at least one member of each of the registered political groups to deal with employment related matters that fall within the jurisdiction of elected members."

During consideration of this item, it became apparent that this could prove problematic as one of the registered political groups, namely the Whitnash Residents' Association only had one Member on the Committee. This would mean that in the event that that Member could not attend a sub-committee meeting, there was no alternative Member of that political group to act as a substitute. Members felt the best option was to defer a decision until the next meeting, pending a written report to provide clarification on the duties this sub-committee would perform and on the situation regarding membership.

Resolved that the appointment of a sub-committee and substitutes be deferred until the next meeting when a report is to be provided explaining the duties of the sub-committee and membership rules.

21. Recruitment & Retention / People Strategy Update

The Committee considered a report from Human Resources which gave an update on progress made on the People Strategy Action Plan, which was discussed at the People Strategy Steering Group.

There was a perception amongst some of the Council's recognised Trades Unions and elected Members that the Council had a staff recruitment and retention problem. This had resulted in a request from Members and the Corporate Management Team to review plans that would enable the Council to recruit and retain staff of the calibre required to deliver its services efficiently and effectively. The report highlighted the outcome of the review and associated actions.

The Chairman welcomed the Digital Content and Social Media Officer, to the meeting. He spoke to the Committee about the "Recruitment Branding" as detailed at paragraph 9.5 in the report and showed them the recruitment video, for the Council, that had been launched in early July.

Resolved that:

- (1) the report is noted; and
- (2) the recruitment video be shown to all Councillors ahead of Group meetings.

22. Public and Press

Resolved that under Section 100A of the Local Government Act 1972, the public and press be



EMPLOYMENT COMMITTEE MINUTES (Continued)

excluded from the meeting for the following items, by reason of the likely disclosure of exempt information within paragraphs 1 and 2 of Schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006, as set out below.

Minute No.	Para Nos.	Reason
23 to 28	1	Information relating to an individual
23 to 28	2	Information which is likely to reveal the identity of an individual.
23	3	Information relating to the financial or business affairs of any particular person (including the authority holding that information).

The full text of Minutes 23 to 28 were recorded in a confidential minute which was to be considered for publication following implementation of the relevant decisions. A summary was as follows:

23. Review of Remuneration Structure

The Committee approved the recommendations in the report.

24. Neighbourhood Services Redesign

The Committee approved the recommendations in the report.

25. Sales & Information Team

The Committee approved the recommendations in the report.

26. Leisure Development Programme – Extension of Temporary Contracts

The Committee approved the recommendations in the report.

27. Project Manager – Extension of Temporary Contract

The Committee approved the recommendations in the report.

28. Minutes

The confidential minutes of the meeting held on 22 March 2017 were taken as read and signed by the Chairman as a correct record.

(The meeting ended at 7.20 pm)

Signature Redacted