

Employment Committee

Minutes of the remote meeting held on Monday 26 April 2021 at 6.00pm, which was broadcast live via the Council's YouTube Channel.

Present: Councillor Margrave (Chairman); Councillors Ashford, Day, B Gifford, Hales, Jacques, Kennedy, Mangat, Syson and Tangri

The Chairman informed Members that he had agreed to an additional report being brought before the Committee on Pension Banding.

28. **Apologies and Substitutes**

- (a) there were no apologies for absence made; and
- (b) Councillor Ashford substituted for Councillor Wright and Councillor Syson substituted for Councillor Kohler.

29. **Declarations of Interest**

Minute Numbers 31 and 32 – Warwick District Council and Stratford District Council Joint Policies and Pension Banding

Councillor Gifford declared an interest during discussions on the Warwick District Council and Stratford District Council Joint Policies because he was Vice-Chairman of the Warwickshire Pension Fund. He also confirmed that this applied to the report on Pension Banding that would be discussed at the meeting also.

30. **Minutes**

The minutes of the meeting held on 23 March 2021, was taken as read and signed by the Chairman as a correct record.

31. **Warwick District Council and Stratford District Council Joint Policies**

The Committee considered a report from Human Resources which recommended the adoption of three new employment policies to be implemented by both Warwick District Council and Stratford District Council to support parity, clarity and consistency in relation to staffing matters as the Councils sought to align services and staff.

Both Authorities had been working together to draft a suite of joint procedures which would bring together the approaches to joint working, redeployment and redundancy (if needed). The purpose was to facilitate re-structuring of joint teams. These procedures would also supersede existing procedures for single council redundancy and redeployment situations.

The report explained where the key material differences were in the two Councils' employment policies currently and the proposals for alignment. Appendices A to C to the report set out the policies and procedures that were proposed and it was recommended that these would come into effect on 1 May 2021.

Unions at both Councils had been consulted and were supportive of the proposal for joint working. Stratford District Council's Employment & Appointments Committee had already approved the joint procedures at its meeting 16 March 2021. The union at Warwick District Council had required additional time for consultation with its membership after receiving feedback that people felt that they had not been sufficiently consulted with. This had necessitated the report, which had been due to be considered by Employment Committee in March 2021, to be postponed for consideration until the April meeting of the Committee whilst Unison members were consulted. Unison had confirmed its members' support for the proposals at a meeting of Members/Trades Unions Joint Consultation & Safety Panel just prior to the April meeting of the Employment Committee and this was confirmed to Members of the Employment Committee.

It was proposed by Councillor Kennedy and duly seconded by Councillor Gifford that the recommendations in the report should be approved.

Resolved that the following policies and procedures as detailed in Appendices A – C in these minutes be adopted with effect from 1 May 2021:

- a. Joint Organisational Change Policy Statement – Appendix A;
- b. Joint Redundancy Policy and Procedure – Appendix B; and
- c. Joint Redeployment Policy and Procedure = Appendix C.

32. **Pension Banding**

The Committee considered a report from Human Resources, with input from the Head of Finance which detailed the current arrangements for calculating employees' pension contributions, and the proposed change to this calculation.

The Local Government Pension Scheme (LGPS) required that Employee Pension Contribution rates were amended, either annually or monthly, in line with an employee's earnings. The Employee contribution rates from 1 April 2021 and the method used to calculate the figures were detailed in section 3.1 in the report.

Re-banding (where necessary) was done on a monthly basis, based on pay levels in force in real-time and this meant that that the pension contributions of employees more reflected earnings in any period. But this had created fluctuations in pension banding as a temporary increase in salary in one month could cause a higher pension banding for the entire salary for the year. This move to monthly banding had been agreed in 2015 to reflect the method used by the Council's payroll provider at that time. Prior to that, the Council had used annual banding.

The proposal to move to annual banding would reflect the salary for any one year. Any temporary pensionable items from the previous year would be included but as part of an annual calculation as opposed to a monthly one. The return to annual banding had been made possible by the

Council's decision to move its payroll processing back to Warwickshire County. It was felt that annual banding provided a fairer and more consistent approach to future staff pension banding.

It was proposed by Councillor Ashford and seconded by Councillor Tracey that the recommendations in the report should be approved.

Resolved that the proposed change from monthly banding of Employee Pension Contribution rates to annual banding be approved. This will be determined in April of each year together with any temporary pensionable items from the previous financial year.

(The meeting ended at 6.15pm)

CHAIRMAN
15 June 2021