

PERSONNEL COMMITTEE

18 September 2006

Attendance:

Councillors:

Godfrey (Chairman) (P)

Bennetts (P)
Chapman (P)
Collin (P)
Cook
Cooper (P)

Goodall
Nelmes (P)
Pines (P)
Read (P)
Verney (P)
Worrall (P)

Deputy Members:

Councillor Merritt (Standing Deputy for Councillor Cook)

Others in attendance who addressed the meeting:

Councillor Allgood (Portfolio Holder for Finance and Resources)

1. **APOLOGIES**

Apologies were received from Councillors Cook and Goodall.

2. **MINUTES**

RESOLVED:

That the minutes of the previous meeting of the Committee held on 12 June 2006 be approved and adopted.

3. **PENSIONS POLICY**
(Report PER96 refers)

In respect of this item, Councillors Collin and Godfrey declared a personal (but not prejudicial) interest as they both were employed by the Trustees of the Hampshire Pension Fund. They both spoke and voted thereon.

The Director of Human Resources advised that the following addendum to the Report should be made:

Page 5, last sentence of Paragraph 5.2 (i) -

‘Consultation with two members of staff affected has already taken place and repayment terms agreed with Payroll’.

Replace with:

'We would like to consult two members of staff affected and agree repayment terms with Payroll'.

Members noted that the discretionary power to reduce an employee's contribution after 40 years of actual LGPS membership had now been removed by the new provisions and was not therefore available. Accordingly, it was necessary to remove reference to this power from the Council's Pensions Policy

Members were generally supportive of the proposed amendments to the Council's current discretionary powers, as set out in Appendix 1 of the Report. However, they requested that the Director of Human Resources should clarify with the Local Government Pension Scheme (LGPS), whether it was appropriate for the recovery by the Council of waived contributions to remain on an optional basis at the employees' discretion, specifically in relation to two existing employees.

RESOLVED:

1. That the recommended changes to the discretionary powers currently exercised by the Council as allowed under previous regulations, and proposed amendments to those powers in light of the recent changes to the Regulations and linked to legislation on Age Discrimination, as summarised in Appendix 1 to the Report, be approved, and the Director of Human Resources deal with any subsequent issues regarding the recovery of existing employee contributions.

2. That the Director of Human Resources be authorised to implement the changes to the policy, subject to further consultation with Unison and no material changes arising from the consultation.

4. **HUMAN RESOURCES DIRECTORATE – FIRST QUARTER PERFORMANCE MONITORING**
(Report PER99 refers)

The Director of Human Resources answered questions regarding performance indicators, specifically those related to staff turnover. It was agreed that succession planning should continue to be utilised as one mechanism to maintain a sustainable vacancy level for the Council.

RESOLVED:

That the Portfolio Holder for Finance and Resources be requested to ensure that succession planning continued to be utilised as one mechanism to maintain a sustainable vacancy level for the Council.

5. **SICKNESS ABSENCE MONITORING**
(Report PER104 refers)

It was requested that future performance monitoring reports contain detail of both long term and short term instances of sickness, so that this can be equated in the monitoring of average number of days sickness per employee. The Committee also recognised that 'return to work interviews' remained critical in the management of sickness absence and it was requested that the Portfolio Holder for Finance and Resources ensure that they continue.

RESOLVED:

That the Portfolio Holder for Finance and Resources be requested to ensure that 'return to work interviews' remained a process in the management of sickness absence.

6. **AGE DISCRIMINATION POLICY**

(Report PER106 refers)

RESOLVED:

That subject to Consultation with Unison, the Age Policy set out in Appendix 1 to the Report be agreed and that the Director of Human Resources be granted delegated authority to implement the policy, subject to no material changes arising from the consultation.

7. **EXEMPT BUSINESS**

RESOLVED:

1. That in all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

2. That the public be excluded from the meeting during the consideration of the following items of business because it is likely that, if members of the public were present, there would be disclosure to them of 'exempt information' as defined by Section 100I and Schedule 12A to the Local Government Act 1972.

<u>Minute Number</u>	<u>Item</u>	<u>Description of Exempt Information</u>
#	City Secretary and Solicitor – Minor Establishment Changes) Information relating to a particular individual. (Para 1 to Schedule 12A refers).
#	2006/07 Winchester City Council Staff Establishment) Information which is likely to reveal the identity of an individual (Para 2 to Schedule 12A refers)
#	Internal Audit Restructure) 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. (Para 4 Schedule 12A refers)

8. **CITY SECRETARY AND SOLICITOR – MINOR ESTABLISHMENT CHANGES**
(Report PER103 refers)

The Committee considered a report regarding a request for the renewal of existing authority for the City Secretary and Solicitor to engage up to 1.2 FTE in the Legal Division to accommodate changes in workload.

RESOLVED:

That approval be given for the engagement of up to 1.2 FTE in the Legal Division to accommodate changes in workload, provided that budget provision is available and that the position be reviewed for the 2009/10 Municipal Year.

9. **WINCHESTER CITY COUNCIL STAFF ESTABLISHMENT 2005/06**
(Report PER103 refers)

The Committee considered a report on the staffing establishment of Winchester City Council and information regarding changes in full time equivalent establishment as well as detail of the posts within each Directorate as at March 2006 (detail in exempt minute).

10. **INTERNAL AUDIT RESTRUCTURE**
(Report PER107 refers)

The Committee considered a report on proposals for the restructuring of the Internal Audit Service (detail in exempt minute).

The meeting commenced at 6.30pm and concluded at 9.15pm.

Chairman