

EMPLOYMENT COMMITTEE

2 DECEMBER 2013

PRESENT

Councillor B. Rigby (in the Chair).

Councillors Mrs. P. Dixon (Vice-Chairman), J. Bennett, C. Hynes, J. Lamb, B. Sharp and A. Western.

In attendance

Chief Executive (Ms. T. Grant),

Corporate Director Transformation and Resources (Mrs. W. Marston),

Director of Finance (Mr. I. Duncan),

Director of Human Resources (Ms. J. Hyde),

Director of Legal and Democratic Services (Ms. J. Le Fevre),

Head of Human Resources Business Partnering (Ms. D. Lucas),

Head of Workforce and Core Strategy (Ms. L. Hooley),

Democratic Services Officer (Mr. I. Cockill).

10. ATTENDANCES

The Chairman welcomed Councillor Sharp to his first meeting of the Committee following his appointment as a replacement for Councillor Mrs. Cooke.

11. MINUTES

That the Minutes of the meeting held on 18 September 2013, be approved as a correct record and signed by the Chairman.

12. APPRENTICESHIP SCHEME OVERVIEW

RESOLVED: That this matter be deferred until the next meeting of the Committee.

13. PROPOSED CHANGES TO STAFF TERMS AND CONDITIONS

The Committee received a report of the Chief Executive which provided an update on the outcome of the statutory consultation that had taken place in relation to proposed changes to staff terms and conditions. The report also set out a proposed position going forward, taking into account the feedback received from staff and trade unions and a process and timeline for achieving the change to staff terms and conditions.

The Chief Executive summarised the revised package of proposals set out in this report for Members' consideration and advised that the indicative level of savings on the Council's revenue budget from the revised package of proposals was in the region of £1.9 million.

Members of the Committee discussed the revised package of proposals and the Director of Human Resources responded to comments regarding the finalisation of

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the Critical Car User Scheme assessment process, the willingness of staff to sign up to the proposals and the termination and reengagement process for those staff that do not voluntarily agree to change their terms and conditions. The Committee noted the provision to extend the payment of sick pay beyond the contractual entitlement in exceptional circumstances would remain and sought to monitor its application.

RESOLVED –

- (1) That the feedback from the formal consultation process be noted.
- (2) That the Employment Committee approves the adoption of a revised package of changes to staff terms and conditions, as set out below, for implementation with effect from 1st April 2014:
 - Withdrawal of the Essential Car User Scheme for all staff and introduction of a Critical Car User Scheme, with a revised assessment criteria and reduced lump sum allowance of £423 per annum;
 - Introduction of a uniform mileage rate based on the HMRC rate (currently 45p per mile);
 - Reduction in the sick pay scheme to a maximum of 3 months full pay and 3 months half pay;
 - Introduction of a mandatory 3 days unpaid leave for a temporary period of 2 years;
 - Introduction of a Trafford “Living Wage” of £7.20 for the lowest paid staff;
 - Reduction in the rate of pay for non-contractual overtime to plain time; and
 - Removal of the relocation allowance for enforced moves within the borough (Appendix E payments).
- (3) That the Committee receive a quarterly report on exemptions to the Sick Pay Scheme agreed by the Chief Executive, in consultation with the Director of Finance and the Director of Human Resources.

14. CHRISTMAS CLOSURE ARRANGEMENTS

The Director of Human Resources provided an oral update on the closure of the Council’s main administrative buildings from 3.00 p.m. on 24 December to 1 January 2014, inclusive and advised which services would be exempt.

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During the closure, critical Children and Adults services would be relocated to Sale Waterside, Altrincham and Urmston Libraries would remain open, as would the Registrar's Office at Sale Town Hall.

The Director of Human Resources was ensuring that all critical services could be accommodated at Sale Waterside with access to critical information, before confirming the arrangements.

RESOLVED: That the update be noted.

The meeting commenced at 5.00 p.m. and finished at 5.30 p.m.