

## **EMPLOYMENT COMMITTEE**

**7 MARCH 2016**

### **PRESENT**

Councillor B. Rigby (in the Chair)

Councillors Mrs. P. Dixon (Vice-Chairman), J. Bennett, M. Cawdrey, N. Evans and D. Jarman.

#### In attendance

Joanne Hyde	Corporate Director of Transformation and Resources
Lisa Hooley	Acting Director of Human Resources
Habib Khan	Head of Legal
Alexander Murray	Democratic and Scrutiny Officer

### **APOLOGIES**

Apologies for absence were received from Councillor C. Hynes.

### **22. MINUTES**

RESOLVED: That the Minutes of the meeting held on 18 January 2016 be approved as a correct record and signed by the Chairman.

### **23. TRAFFORD / GREATER MANCHESTER POLICE HR SHARED SERVICE**

The Committee received a verbal report from the Corporate Director of Transformation and Resources. The Committee were informed that the new joint Human Resources (HR) shared service would go live in August 2016 and that Trafford Council's HR department had been working with Greater Manchester Police (GMP) in order to reconcile the differences in ways of working. The planned changes would bring 50 GMP staff over to work in Trafford Town Hall building and require reconfiguration of Trafford's HR staffing Structure.

As of the meeting both Trafford Council and GMP were in consultation with staff. Trafford were to consult for 30 days ending 22<sup>nd</sup> March 2016 and GMP were to consult for 90 days. It was agreed that the results of the consultation should form part of an update at the next meeting of the Committee.

RESOLVED:

- 1) That the Corporate Director of Transformation and Resources be thanked for delivering the report.
- 2) That the results of the Joint HR Shared Service consultation be on the agenda for the next meeting.

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**24. AGENCY SPEND FOR Q3 - PERIOD 1ST OCTOBER TO 31ST DECEMBER 2015**

The Acting Director of HR presented a report on the levels of agency spend for quarter 3 of the municipal year 2015/16. The report noted that the peripatetic team in CFW was in place and the AGMA trial, which standardised social care agency costs, had been made permanent and implemented across the North West.

The report showed that the overall spend in Quarter 3 was up on the previous year. This was put down to the amount being spent on staff required for the transformation of services in order to deliver savings. In previous reports made to the Committee there had been an issue where some CFW spend had been incorrectly coded as T&R spend, the current report corrected this issue.

Councillors asked a number of questions about the peripatetic team, the levels of social care agency spend and the impact of the AGMA pilot scheme. The Acting Director of HR gave detailed answers to all the Councillors questions and agreed to add extra details about agency workers within future reports.

RESOLVED:

- 1) That the Committee note the report.
- 2) That all future reports to the Committee include amount of time the agency staff have been in position.

**25. QUARTERLY REPORT ON EXEMPTIONS TO THE SICKNESS POLICY**

The Acting Director of HR gave a verbal update as to the number of exemptions that had been requested since the inception of the new terms and conditions relating to sick pay (1st April 2014). As of the meeting there had been 14 requests submitted 9 of which had been agreed and 5 had been rejected.

RESOLVED:

- 1) That the Committee noted the report.

**26. 2016/17 PAY POLICY STATEMENT**

The Acting Director of HR presented a report on the pay policy statement for 2016/17 to the Committee. Sections 6.6, 8.2, 10.3 and 10.5 of the appendix were highlighted to the Committee. These sections covered; the number of interim posts at chief officer level during 2015/16, proposed and upcoming changes to legislation in respect to exit payments on termination and their repayment when returning to any part of the public sector, the increase of Trafford Apprentices' salary to the national living wage from 1<sup>st</sup> April 2016 and salary multiples that the Council were required to publish. Committee Members posed a number of questions in relation to the pay policy statement which were all answered to the Councillors' satisfaction.

RESOLVED:

- 1) That the pay policy statement be noted and approved by the Committee and recommended for approval at Full Council on 23<sup>rd</sup> March 2016.

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**27. UPDATE ON THE MANDATORY UNPAID LEAVE POSITION**

The Acting Director of HR delivered a verbal update to the Committee on the position of Council Employees regarding sign up to the mandatory unpaid leave arrangements. Following the previous Committee meeting the Council had issued notice to 276 employees who hadn't signed up to the terms and conditions. Since the notice was issued an additional 140 Employees had signed up so only 136 remained as of the meeting, representing a 91.4% sign up rate across all council employees.

Any employees who had not signed up by the deadline of 2<sup>nd</sup> May 2016 would be taken as agreeing to the terms and conditions when they attended their next scheduled day of work and be asked to sign up. If they did not attend or sign up then it would be taken that they didn't agree and the termination of employment would go ahead as stated within the notice issued.

Councillors enquired as to whether there were any noticeable trends amongst staff who had not signed up to the arrangements and the Acting Director of HR informed them that there were not.

RESOLVED:

- 1) That the update be noted.

The meeting commenced at 10.28 am. and finished at 11.17 am.