

## HUMAN RESOURCES COMMITTEE

Minutes of the proceedings at a meeting of the Human Resources Committee held in the Georgian Room, Kendal Town Hall, on Tuesday, 11 February 2020, at 3.00 p.m.

Present

Councillors

Rachael Hogg (Chairman)  
Janet Willis (Vice-Chairman)

Pat Bell  
Roger Bingham

Philip Dixon  
Brian Rendell

Matt Severn  
Mark Wilson

Apologies for absence were received from Councillor Dave Khan.

Officers

Una Bell	Case Management Team Leader
Kira King	HR Specialist
Julia Krier	Legal, Governance and Democracy Specialist
Charles Officer	Acting HR Lead Specialist
David Sykes	Director of Strategy, Innovation and Resources

### HR/24 MINUTES

RESOLVED – That the Chairman be authorised to sign, as a correct record, the minutes of the meeting held on 26 November 2019.

### HR/25 DECLARATIONS OF INTEREST

RESOLVED – That it be noted that the following declarations of interest were made:-

The Director of Strategy, Innovation and Resources, the Legal, Governance and Democratic Services Specialist (Solicitor and Deputy Monitoring Officer) and the Acting HR Lead Specialist declared interests with regards to Minute No. HR/27 (Pay Policy Statement 2020/21).

### HR/26 LOCAL GOVERNMENT ACT 1972 - EXCLUDED ITEMS

RESOLVED – That the items in Part II of the Agenda be dealt with following the exclusion of the press and public.

### HR/27 PAY POLICY STATEMENT 2020/2021

***Note – The Director of Strategy, Innovation and Resources, the Legal, Governance and Democratic Services Specialist (Solicitor and Deputy Monitoring Officer) and the Acting HR Lead Specialist declared personal interests in this item by virtue of the fact they were officers of the Council and their roles were referenced within the report. They remained in the meeting during discussion and voting on the item, although with no voting rights as officers of the Council.***

The Acting HR Lead Specialist presented the report on the Pay Policy Statement 2020/2021. He explained that the policy provided transparency with regard to the Council's approach to setting the pay of its employees and detailed in particular the pay of senior management. He explained that the Pay Policy Statement would be included in the budget report for Council at its meeting on 25 February 2020.

The Acting HR Lead Specialist informed Members that the National Joint Council pay agreement for 2020 onwards had not been finalised. However, it was assumed that the pay award would be in line with previous years at 2% and once finalised a further report, detailing any changes, would be provided.

In further presenting the report the Acting HR Lead Specialist drew Members' attention to Statutory Officer Remuneration in particular the change, from April 2020, in payment of the allowances to the Returning Officer and Deputy Returning Officer which would change to an allowance of 10% of standard salary and 5% of standard salary respectively. He went on to highlight the Pension Contribution and Pay Analysis sections within the report, in particular details of the median salary and lowest paid employees which included the rate for apprentices which was above the national apprenticeship rate of pay.

The Acting HR Lead Specialist informed Members that at the meeting of the Joint Consultative Panel a number of verbal recommendations had been made for inclusion in the Pay Policy Statement 2020/2021, prior to recommendation to Full Council for approval. The recommendations included: a further explanation regarding the Chief Executive remuneration; overall remuneration; pension contributions; and clarity regarding average pay.

The Acting HR Lead Specialist responded to questions raised by Members and the Director of Strategy, Innovation and Resources provided clarity regarding the Statutory Officer Remuneration and informed Members that the Statutory Officer roles carried additional personal responsibility.

RESOLVED – That the Pay Policy Statement 2020/2021 be recommended to Full Council for approval.

## **HR/28 PRESS AND PUBLIC**

RESOLVED - That, under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12 A of the Act as amended by the Local Government (Access to Information) (Variation) Order 2006 by virtue of the paragraphs indicated.

## **HR/29 JOINT CONSULTATIVE PANEL**

- *Paragraph 4 - 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.*

RESOLVED – That the minutes of the meetings of the Joint Consultative Panel held on 12 November 2019 be received.

**HR/30****HEALTH, SAFETY AND WELLBEING COMMITTEE**

- *Paragraph 2 - Information which is likely to reveal the identity of an individual.*

The Director Strategy, Innovation and Resources provided an overview of the minutes of the meetings held on 5 November 2019 and 14 January 2020. He outlined the areas covered within the Health, Safety and Wellbeing meeting and informed Members that Organisational Transition had been added as a standing item to the agenda.

The Director Strategy, Innovation and Resources and the Acting HR Lead Specialist responded to questions raised by Members and during discussion it was raised that a Corporate Drug and Alcohol Policy was being finalised and that, prior to submission to the Human Resources Committee for approval, there would be full consultation which would include Trade Unions and the Joint Consultative Panel.

The Acting HR Lead Specialist outlined the likely timescales in achieving the silver Better Health Award and undertook to invite the Health Advocate to a future meeting of the Committee, to provide an update relating to the work undertaken by the Health Advocates Group.

RESOLVED – That the minutes of the Health, Safety and Wellbeing Committee held on 5 November 2019 and 14 January 2020 be received.

The meeting ended at 3.52 p.m.