

NORTH HERTFORDSHIRE DISTRICT COUNCIL

JOINT STAFF CONSULTATIVE COMMITTEE

**MEETING HELD IN THE FIRST FLOOR, ROOM 2/3, DISTRICT COUNCIL OFFICES,
GERNON ROAD, LETCHWORTH GARDEN CITY ON WEDNESDAY, 19TH JUNE, 2019 AT
3.00 PM**

MINUTES

Present: *Councillors Councillor Kay Tart (Chairman), Terry Hone, Keith Hoskins and Claire Strong*

In Attendance: *Kerry Shorrocks (Corporate Human Resources Manager), Rebecca Webb (Human Resources Operations Manager), Hilary Dineen (Committee, Member and Scrutiny Manager) and Obianuju Nganwuchu (Democratic Services Apprentice)*

1 APOLOGIES FOR ABSENCE

Audio recording – Start of Item – 12 seconds

Apologies for absence were received from Councillor Kate Aspinwall.

2 MINUTES - 27 MARCH 2019

Audio recording – Start of Item – 22 seconds

The Committee, Member and Scrutiny Manager advised that the Minutes of the meeting held on 27 March 2019 were not available. These Minutes would be presented to the next meeting of the Committee

IT WAS AGREED: That the Minutes of the Meeting of the Committee held on 27 March 2019 be presented to the next meeting of this Committee.

3 NOTIFICATION OF OTHER BUSINESS

Audio recording – Start of Item – 43 seconds

There was no other business notified.

4 CHAIRMAN'S ANNOUNCEMENTS

Audio recording – Start of Item – 52 seconds

- (1) The Chairman welcomed all officers and Members to the meeting;
- (2) The Chairman thanked those who were no longer Members of this Committee, Councillors Sarah Dingley, Bernard Lovewell, Lisa Nash, Lynda Needham and Martin Stears-Handscumb;
- (3) The Chairman welcomed Councillors Kate Aspinwall, Terry Hone, Keith Hoskins MBE and Claire Strong who were new to the Committee.

- (4) The Chairman advised that. In accordance with Council policy, this meeting was being audio recorded. Members of the public and the press may use their devices to film/photograph, or do a sound recording of the meeting. Please do not use flash and disable any sound notifications that may emit from your device.
- (5) Members were reminded that any declarations of interest in respect of any business set out in the agenda, should be declared as either a Disclosable Pecuniary Interest or Declarable Interest and are required to notify the Chairman of the nature of any interest declared at the commencement of the relevant item on the agenda. Members declaring a Disclosable Pecuniary Interest must withdraw from the meeting for the duration of the item. Members declaring a Declarable Interest, wishing to exercise a 'Councillor Speaking Right', must declare this at the same time as the interest, move to the public area before speaking to the item and then must leave the room before the debate and vote.

5 STAFF CONSULTATION FORUM MINUTES - 6 MARCH 2019

Audio recording – Start of Item – 3 minutes 5 seconds

The Corporate Human Resources Manager presented the Minutes of the Staff Consultation Forum meeting held on 6 March 2019.

IT WAS AGREED: That the Minutes of the Staff Consultation Forum held on 6 March 2019 be noted.

6 STAFF CONSULTATION FORUM MINUTES - 3 APRIL 2019

Audio recording – Start of Item – 6 minutes 28 seconds

The Corporate Human Resources Manager presented the Minutes of the Staff Consultation Forum meeting held on 3 April 2019.

The following Members asked questions:

- Councillor Kay Tart;
- Councillor Terry Hone:

In response to the questions the Corporate Human Resources Manager advised that following the organisational restructure teams were no longer seated in the most appropriate place and that office moves would take place during July and August 2019.

IT WAS AGREED: That the Minutes of the Staff Consultation Forum held on 3 April 2019 be noted.

7 STAFF CONSULTATION FORUM MINUTES - 1 MAY 2019

Audio recording – Start of Item – 11 minutes 11 seconds

The Corporate Human Resources Manager presented the Minutes of the Staff Consultation Forum meeting held on 1 May 2019.

IT WAS AGREED: That the Minutes of the Staff Consultation Forum held on 1 May 2019 be noted.

8 PEOPLE STRATEGY UPDATE - INFORMATION NOTE

Audio recording – Start of Item – 13 minutes 38 seconds

The Corporate Human Resources Manager presented the information note entitled People Strategy Update and drew attention to paragraphs regarding:

- Recruitment;
- Apprentices’
- Equal Pay and Equalities;
- Payroll Services;
- Benefits
- Learning and Employee Engagement;
- Regular Performance Review;
- Leadership Development;
- Career Development and Succession Planning;
- Absence.

The following Members asked questions and entered into the debate:

- Councillor Claire Strong;
- Councillor Terry Hone;
- Councillor Kay Tart;
- Councillor Keith Hoskins;
- Christina Corr, Staff Consultation Forum.

In response to questions the Corporate Human Resources Manager advised that absence was monitored closely for patterns and trends and that apprentices joined the Council on temporary contracts and had the opportunity to apply for permanent jobs when nearing the end of their contract.

IT WAS AGREED:

- (1) That the information note entitled People Strategy Update be noted;
- (2) That the Corporate Human Resources Manager be requested to ensure that Councillor payslips are online for any future payroll system.

REASON FOR DECISION: To enable the Committee to consider the People Strategy Update.

9 LOCAL GOVERNMENT PAY - INFORMATION NOTE

Audio recording – Start of Item – 48 minutes 16 seconds

The Corporate Human Resources Manager presented the information note entitled Local Government Pay.

The following Members asked questions or took part in the debate:

- Councillor Terry Hone;
- Councillor Claire Strong;
- Christina Corr, Staff Consultation Forum.

In response to questions the Corporate Human Resources Manager confirmed that pay increases for staff over the last 10 years had been low, ranging from zero to 2 percent per annum and at the same time pension contributions and National Insurance contributions had risen.

Pay scales, ranges and differentials were last reviewed by Hay in 2009

IT WAS AGREED: That the information note entitled Local Government Pay be noted.

REASON FOR DECISION: To enable the Committee to consider the information note entitled Local Government Pay.

10 STRATEGIC DISCUSSION PAPER - OCCUPATIONAL HEALTH

Audio recording – Start of Item – 1 hour 0 minutes 34 seconds

The Corporate Human Resources Manager introduced the discussion paper entitled Occupational Health.

The following Members asked questions and entered into the debate:

- Christina Corr, Staff Consultation Forum;
- Dee Levett, Unison;
- Councillor Claire Strong;
- Councillor Terry Hone:

IT WAS AGREED: That the discussion paper on Occupational Health be noted.

REASON FOR DECISION: To enable the Committee to consider the discussion paper on Occupational Health.

11 SUGGESTED STRATEGIC DISCUSSION TOPICS

Audio recording Start of Item – 1 hour 21 minutes 37 seconds

IT WAS AGREED: That the following subjects be discussed at future meetings:

- (i) 25 September 2019 - Employee Mental Health;
- (ii) 18 December 2019 - Gender Pay Gap.

12 DATE AND TIME OF FUTURE MEETINGS

The Chairman led a discussion on the timing of future meetings. After some discussion:

IT WAS AGREED: That future meetings of the Joint Staff Consultative Committee would start at 10 am.

The meeting closed at 4.26 pm

Chairman