

**EMPLOYMENT COMMITTEE  
16 DECEMBER 2015  
7.30 - 8.35 PM**



**Present:**

Councillors McLean (Chairman), Allen (Vice-Chairman), Mrs Angell, Virgo and Worrall

**Apologies for absence were received from:**

Councillors Mrs Birch, Leake, Ms Miller and Mrs Temperton

**Also Present:**

Nikki Gibbons, Chief Officer: Human Resources (As of 2016)  
Mira Haynes, Chief Officer: Older People & Long Term Conditions  
Tony Madden: Chief Officer: Human Resources  
Timothy Wheadon: Chief Executive

**28. Declarations of Interest**

There were no declarations of interest.

**29. Minutes from previous meeting**

**RESOLVED** that the minutes of the meeting held on 28 October 2015 be approved as a correct record and signed by the Chairman.

**30. Urgent Items of Business**

There were no urgent items of business.

**31. Update from the Chairman of the Local Joint Committee**

In the absence of the Local Joint Committee Chairman, Councillor Allen updated the Committee. Councillor Allen reported that the unions had stated that whilst the Council's consultation processes on the whole were very good, there had been a few occasions where unions were not given sufficient time to respond to consultation. The Local Joint Committee had taken on board these comments.

The Chief Officer: Human Resources stated that the Transformation Board would be considering their Engagement Strategy in the upcoming weeks and this would present a good opportunity for the Board to consider the comments made by unions.

**32. Annual Update of the Council's Pay Policy Statement and Annual Review of the Bracknell Forest Supplement**

The Chief Officer: Human Resources reported that since 2012 and in accordance with the 2011 Localism Act, the Council was required to publish a Pay Policy Statement. The report also addressed the second annual reassessment of the Bracknell Forest Supplement which would if agreed, take effect from 1 April 2016.

The Chairman asked the Committee to note that there was no direct link between the Living wage and the Bracknell Forest Supplement.

It was **RESOLVED** that:

- i) the Employment Committee recommend to Council that the Pay Policy Statement 2016/17 be approved
- ii) the level of the Bracknell Forest Supplement for 2016/17 be increased to £8.25 per hour with effect from 1 April 2016.

**33. Pay and Workforce Strategy 2015/18**

The Chief Officer: Human Resources reported that there was particular emphasis in the Strategy on the Council's new narrative and Council Plan, as implementing the Council Plan over the next four years would mean that a number of services would change significantly.

Priorities for the future would include the Developing Leaders programme and use of ITrent to increase the use of the self serve facility.

It was **RESOLVED** that the Committee endorsed the 9<sup>th</sup> Pay and Workforce Strategy for submission to full Council.

**34. Organisational Change Timetable**

The Chief Officer: Human Resources reported that due to the public consultation on the changes in Adult Services currently underway, there was a need to run two separate timetables initially which would then, as necessary, be merged into one process in mid January 2016.

A Special Local Joint Committee and Employment Committee on 10 February 2016 would be asked to endorse/approve final staffing implications.

The Committee noted the Organisational Change Timetable.

**35. Monitoring the Council's Workforce 2014/15**

The Chief Officer: Human Resources reported that the systems to collect this information were now very well embedded. Whilst the Council was currently dependant on self declared returns from staff in the future there would be a greater emphasis on staff using a self service facility to complete this information. It was hoped that this would result in an increase in returned information and in improved accuracy of information.

The Chief Officer stated that the collection of this information was statutory and demonstrated that the Council had fair and equitable employment practices.

The Committee noted the information in the report.

**36. Minutes of Sub Groups**

The Committee noted the minutes of the Health & Safety Panel held on 11 November 2015 and of the Local Joint Committee held on 28 October 2015.

37. **Exclusion of Public and Press**

**RESOLVED** that pursuant to Section 100A of the Local Government Act 1972, as amended, and having regard to the public interest, members of the public and press be excluded from the meeting for the consideration of the following item which involves the likely disclosure of exempt information under the following category of Schedule 12A of that Act:

- (1) Information relating to any individual (Items 12 and 13).

38. **Future Provision of Services - Heathlands Residential Care Home and Day Centre for People with Dementia**

The Committee noted the possible staffing implications which may arise from the public consultation currently being held concerning the provision of services at Heathlands Residential Care Home and Day Centre for People with Dementia.

39. **Senior Officer Structure**

The Committee noted the report.

It was **RESOLVED** that;

- (i) approval be given to the deletion of the post of Chief Officer: Leisure and Culture with effect from 31 March 2016.
- (ii) approval be given to the deletion of the post of Chief Officer: Adults & Joint Commissioning with effect from 1 July 2016.
- (iii) approval be given to the deletion of the post of Chief Officer: Older People and Long Term Conditions with effect from 31 March 2017.
- (iv) the post holders be declared redundant from the dates indicated in accordance with the terms set out in the Exempt Appendices in the report with the costs being met from the Structural Changes Fund.
- (v) the post of Head of Performance & Resources be redesignated Chief Officer: Commissioning and Resources with effect from 31 March 2016 and graded accordingly.
- (vi) the Committee noted the measures being taken to facilitate the ill-health retirement of the Director of Adult Social Care, Health and Housing and the intention to start the recruitment process for a permanent replacement in the new year.

40. **Date of Next Meeting**

10 February 2016.

**CHAIRMAN**