



## **NOTICE OF MEETING**

### **Employment Committee**

**Wednesday 18 July 2018, 7.30 pm**

**Council Chamber - Time Square, Market Street, Bracknell, RG12 1JD**

### **To: Employment Committee**

Councillor McLean (Chairman), Councillor Allen (Vice-Chairman), Councillors Angell, Mrs Birch, Leake, Ashman, Mrs Temperton, Virgo and Worrall

### **Non-Voting Co-optee**

Councillor Heydon

### **cc: Substitute Members of the Committee**

Councillors Brossard, Dudley, Mrs Hamilton, Dr Hill and Peacey

ALISON SANDERS  
Director of Resources

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Telephone: 01344 352308  
Email: [hannah.stevenson@bracknell-forest.gov.uk](mailto:hannah.stevenson@bracknell-forest.gov.uk)  
Published: 10 July 2018



**Employment Committee**  
**Wednesday 18 July 2018, 7.30 pm**  
**Council Chamber - Time Square, Market Street, Bracknell, RG12**  
**1JD**

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**AGENDA**

Page No

1. **Apologies**

To receive apologies for absence and to note the attendance of any substitute members.

2. **Declarations of Interest**

Members are asked to declare any disclosable pecuniary or affected interests in respect of any matter to be considered at this meeting.

Any Member with a Disclosable Pecuniary Interest in a matter should withdraw from the meeting when the matter is under consideration and should notify the Democratic Services Officer in attendance that they are withdrawing as they have such an interest. If the Disclosable Pecuniary Interest is not entered on the register of Members interests the Monitoring Officer must be notified of the interest within 28 days.

Any Member with an affected Interest in a matter must disclose the interest to the meeting. There is no requirement to withdraw from the meeting when the interest is only an affected interest, but the Monitoring Officer should be notified of the interest, if not previously notified of it, within 28 days of the meeting.

3. **Minutes from previous meeting**

To approve as a correct record the minutes of the meeting of the Committee held on 20 March 2018 and 2 July 2018.

5 - 12

4. **Urgent Items of Business**

Any other items which, pursuant to Section 100B(4)(b) of the Local Government Act 1972, the Chairman decides are urgent.

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

A verbal update from the Chairman of the Local Joint Committee.

6. **Minutes of Sub Groups**

The Committee is asked to note the minutes of the Local Joint

13 - 14

Committee held on 2 July 2018.

7. **Annual Review of Bracknell Forest Supplement**  
To address the fourth annual reassessment of the Bracknell Forest Supplement which would take effect from 1 April 2018. 15 - 18
8. **December Pay Date**  
To consider whether to change the December pay date. 19 - 22
9. **Exclusion of Public and Press**  
To consider the following motion:  
  
That pursuant to Regulation 21 of the Local Authorities (Executive Arrangements) (Access to Information) Regulations 2000 and having regard to the public interest, members of the public and press be excluded from the meeting for the consideration of item 13 which involves the likely disclosure of exempt information under the following category of Schedule 12A of the Local Government Act 1972:  
  
(3) Information relating to the financial or business affairs of any particular person.
10. **Market Premia Requests For Posts In Corporate Property**  
To request that market premia payments are added to posts within the Property branch in the Resources directorate. 23 - 40

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**EMPLOYMENT COMMITTEE  
20 MARCH 2018  
7.30 - 8.09 PM**



**Present:**

Councillors McLean (Chairman), Allen (Vice-Chairman), Angell, Ms Miller, Mrs Temperton and Worrall

**Also Present:**

Councillors Heydon

**Apologies for absence were received from:**

Councillors Mrs Birch

**41. Declarations of Interest**

There were no declarations of interest.

**42. Minutes from previous meeting**

**RESOLVED** that the minutes of the Committee held on 13 December 2017 be approved as a correct record and signed by the Chairman.

The typographical error of “customer practice” would be amended to “custom and practice”.

Arising from the minutes the Bracknell Forest Supplement item would be brought back to a future meeting of the Employment Committee once the National Joint Council had concluded and confirmed the national pay negotiations for Local Government Services to enable the pay modelling on the Bracknell Forest Supplement to be completed. The date for it to be brought back to Employment Committee was yet to be confirmed.

**43. Urgent Items of Business**

There were no urgent items of business.

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

Councillor Allen reported that UNSION had raised some concerns of discontent in the Adults Social Care team in relation to the Children’s Social Work Recruitment and Retention incentives. However the Chief Officer:HR highlighted that these concerns had been discussed at the LJC and the reasons for the proposal to the extension of the recruitment and retention payments as set out in the report were based on there being objective justification for these payments in these specialist roles due to the market forces and supply and demand. There was no evidence to suggest that the same pressures existed in relation to recruitment and retention in Adults Social Care at this time. It was acknowledged that the communications relating to these payments needed to be made clear.

A response had been submitted from the Director of Adult Social Care, Health and Housing in response to the Accountable Care Systems paper that had been tabled by UNISON at the Local Joint Committee in February 2018. A subsequent response was tabled from UNISON'S regional office as they felt their concerns had not been addressed. There were many uncertainties that could not yet be addressed by the Council as Central Government had not released detailed information and this was set out in the Directors response.

The Chief Officer: HR proposed that a further meeting was held with the Director and UNISON to discuss further.

**45. Minutes of Sub Groups**

The Committee noted the minutes of the Local Joint Committee held on 13 December 2017 and 14 February 2018.

**46. Social Work Recruitment & Retention Incentives**

The Chief Officer: Human Resources and the Chief Officer: Children's Social Care reported that the recruitment and retention of Children's Social Worker pay incentives that the Council had implemented in 2015, in the form of market premia and retention payments, were due for review in April 2018.

To date the incentives had greatly impacted in stabilising the team, reducing agency workers and significantly reduced the agency and recruitment costs whilst retaining a stable level of care for children and families in the Borough. Ofsted had also commented on the ability to stabilise the service in their recent inspection and the positive impact this had had on service.

The turn over of staff had reduced from 40% in 2014 to 15.6% in 2017 which was below the national average. The vacancy rate had also reduced from 14.1% to 6.8% which was again below the national average of 17%. As a result the use of agency staff had decreased which allowed for a more consistent approach with customers and installed more stability within the team which in turn had increased the teams moral. However turnover had slight crept up since September 2017 due to the successful Ofsted inspection. Since October 2017 nine social workers had been recruited, with seven of these experienced.

Addition funding had been secured through the family safeguarding model for the next 18 months, but case loads were still high at approximately seventeen cases, these still needed to be reduced to thirteen or fourteen cases.

Locally a project had taken place in 2015 in the South East which developed a regional protocol through the Memorandum of Cooperation. At the time eighteen of the nineteen South East authorities had signed up, however it was thought that some of the inadequate rated Local Authorities may chose to opt out of the Memorandum which could have an impact on staffing should they choose to pay a higher rate then set out in the memorandum.

In response to the Committee's queries the following points were made:

- There was also a saving from recruitment costs which should be included in the report, as this would probably be approximately £140k.
- A review had been undertaken to ensure that the incentives were consistent with neighbouring authorities, Bracknell Forest were fairly consistent however this would be kept under review.

- The retention payment was paid after the completion of the first year.
- A variety of reasons had been given during staffs exit interviews including, moving out of the area, moving to a different authority or getting jobs at Cafcass.
- Often staff were only in post for 6/7 years due to the difficult and complex nature of the role which resulted in staff wanting to take a different career path.
- Higher rates of pay wasn't given as a key reason for staff leaving.
- Without the incentive it was expected that staff would leave, Southampton had reduced their incentive by 5% which had resulted in staff loss. There was such a shortage of Children's Social Workers that they would be able to get jobs elsewhere.
- A much wider council wide review was being undertaken on staff retention in order to help recruit to specific posts. It was hoped that this would help to stabilise the workforce.
- Turnover would be monitored over the next year to see if Surrey County Council coming out of the memorandum would have an impact on staffing levels.
- The market retention was not part of staffs basic pay and couldn't be built into to basic pay due to the job evaluation.
- Staff were supported throughout to ensure they stay as long as possible. They received training and support and the managers doors were always open.
- The Council were currently working with Buckinghamshire University and Royal Holloway University with seven final year students currently on their placements at Bracknell Forest, with six of them already expressing an interest to apply for jobs at Bracknell.
- Bracknell Forest were the lead authority in Berkshire for the Step up to Social initiative.
- It was thought that a South West apprentice scheme would be set up nationally next year with many Family Support Workers already expressing an interest in applying.
- It was difficult for a Adults Social Worker to move over to become a Children's Social Worker as there was different training, law and placement pathways.

The Committee considered the concerns that had been raised at Local Joint Committee regarding the unrest within the Adults Social Care Social Workers and asked for this to be raised with the Director and Executive Member for Adult Social Care, Health and Housing.

**RESOLVED** that the Employment Committee agree for the extension of the market premia and retention payments for children's social workers until 32 March 2020.

#### 47. **Exclusion of Public and Press**

That pursuant to Regulation 21 of the Local Authorities (Executive Arrangements) (Access to Information) Regulations 2000 and having regard to the public interest, members of the public and press be excluded from the meeting for the consideration of item 9 of the agenda (item 48 in the minutes) which involves the likely disclosure of

exempt information under the following category of Schedule 12A of the Local Government Act 1972:

- (3) Information relating to the financial or business affairs of any particular person.

**48. Information Item - Urgent Action Redundancy**

The Chief Officer: Human Resources reported that a request for urgent action had been presented to the Chairman of Employment Committee to consider the proposed redundancy of a chief officer. The report and reasons had been circulated to Members of the Committee at the time of the request for urgent action.

The Committee noted the report.

**CHAIRMAN**

**EMPLOYMENT COMMITTEE  
2 JULY 2018  
7.30 - 8.02 PM**



**Present:**

Councillors Allen (Vice-Chairman, in the Chair), Angell and Worrall

**Also Present:**

Councillor McCracken

**Apologies for absence were received from:**

Councillors McLean, Mrs Birch, Leake, Ashman and Mrs Temperton

**4. Declarations of Interest**

There were no declarations of interest.

**5. Minutes from previous meeting**

**RESOLVED** that the minutes of the Committee held on 23 May 2018 be approved as a correct record and signed by the Chairman.

**6. Urgent Items of Business**

There were no urgent items of business.

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

Councillor Allen reported that UNISON were supportive of the change to the December Pay Date, which was being brought to Employment Committee on the 18 July 2018. It was also reported that UNISON were supportive of both the Senior Leadership report and the Library Frontline Staff Restructure, UNISON had been heavily involved in the latter report.

**8. Minutes of Sub Groups**

The Committee noted the minutes of the Local Joint Committee held on 20 March 2018.

**9. 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 (Item 8 & 9 in the agenda, Items 10 & 11 in the minutes).

#### 10. **Transformation Programme - Library Frontline Staff Restructure**

The Committee received a report on the Transformation Programme - Library Frontline Staff Restructure.

The Chairman of Employment Committee had previously circulated the report on 30 April 2018 for members to consider and to feedback any comments prior to the end of the consultation period.

**RESOLVED** that the Committee notes the proposals, contained within the Director of Resources report.

#### 11. **Senior Leadership Structure: Redundancies and Pay Structure**

The Committee received a report which outlined the changes to the senior leadership restructure and requested that the Committee endorse the changes to senior leadership structure which had been agreed by Executive on 8 May. The report also asked the Committee to agree the severance payments for Senior Officers not appointed to the new structure, arising from the decisions of the Appointments Panels in early June and agree the detail of the pay structure including the performance management aspects, which the Executive had approved in principle at its meeting on 8 May 2018.

**RESOLVED** that:

- i) the deletion of the following posts from 31 August 2018 except where shown is agreed:
  - Director of Resources
  - Director of Environment, Culture and Communities
  - Chief Officer, Environment and Public Protection
  - Head of Performance and Resources (ECC)
  - Chief Officer: HR
  - Chief Officer: Planning, Transport and Countryside
  - Director: Adult Social Care, Health and Housing (31 March 2019)
  - Director: Children, Young People and Learning (31 March 2019)
  
- ii) the creation of the following posts with effect from 1 September 2018 except where shown, is agreed:
  - Executive Director: People (with effect from June 2018)
  - Executive Director: Delivery
  - Director: Organisational Development, Transformation and HR
  - Director: Place, Planning and Regeneration
  - Assistant Director: Contract Services

And the redesignation of the following substantially unchanged posts with effect from 1 September 2018, is agreed:

- Director: Finance (formerly Borough Treasurer)
  - Assistant Director Customer Experience (formerly CO: Customer Experience)
- iii) the redundancy/severance payments attached at exempt Appendix A of the Chief Executive's report, following the Appointment Committee interviews on

8 June with effect from 31 August 2018 unless otherwise shown in the appendix, is agreed.

- iv) the introduction of performance related pay arrangements for Executive Directors and Directors in line with the key policy principles set out in Appendix B of the Chief Executives report with effect from 1 April 2019, is agreed.
- v) authority is delegated to the Chairman of Employment Committee, Chief Executive and the Director: Organisational Development, Transformation & HR to agree transitional arrangements from September 2018 to 31 March 2019 in relation to the introduction of performance related pay.
- vi) the detail of the new senior pay arrangements outlined in Appendix C of the Chief Executives report is agreed.
- vii) the revisions to the Council's revised pay policy statement attached at Appendix D of the Chief Executives report is noted and it was noted this will be deferred to Council for agreement.

**CHAIRMAN**

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**LOCAL JOINT COMMITTEE  
2 JULY 2018  
4.04 - 4.24 PM**

**Present:**

Councillors Allen  
David Allais, UNISON (In the Chair)

**Apologies for absence were received from:**

Councillors Leake, Angell and Worrall

**1. Declarations of Interests**

There were no declarations of interest.

**2. Minutes from Previous Meeting**

The minutes of the meeting held on 20 March 2018 were approved as a correct record.

**3. Urgent Items of Business**

There were no urgent items of business.

**4. Employment Committee: Agenda and Related Matters**

**1) December Pay Date**

The Chief Officer: Human Resources reported that for many years the December payroll run had been earlier in the month, by changing the date to the last day of the month there would be an opportunity to improve the process for managers and for payroll. Historically, the main reason for early payment was to get the payslips delivered to schools before school term ended as payslips are now electronic this was no longer an issue. The change had been considered in 2017 by Unions. Unison had been supportive of the change however Teacher's Unions were not at that time. Work had since been undertaken with Schools who were now supportive of the change. It was proposed that the changed payment date would be effective from December 2018, which would give plenty of time to communicate the change to staff prior to the December pay run.

**2) Transformation Programme – Library Frontline Staff Restructure**

The Chief Officer: Human Resources reported that this was the 2<sup>nd</sup> phase of the review and that the Trade Unions had been engaged with and consulted throughout the process. The consultation would be completed just before the summer recess. There was 15 proposed redundancies which was the equivalent of 5.0 FTE. The existing structure and proposed structure had been included within the report. It was expected that a report would be brought back to CMT in August outlining the conclusion of the restructure.

Unison commented that they had been involved throughout the process supporting staff and that they knew that the Council needed to make these changes to make savings.

### **3) Senior Leadership Structure: Redundancies and Pay Structure**

The Chief Officer: Human Resources reported that the senior leadership structure had been agreed by Executive on the 8 May 2018. The report showed the posts that would be deleted from 31 August 2018 and the posts that would be created, with effect from 1 September 2018. The new structure has also been included within the report. The new senior pay structure was agreed by Executive on 8 May and would be effective in September 2018 following changes to the senior leadership structure. The details were included within the Council's revised Pay Policy Statement, this would be published on the Council's website. Incremental progress would be performance based and would depend on the Director being appraised as "outstanding" or "exceeds expectations" which would hold Officers to account.

#### **5. Matters to be Raised by Trade Unions**

No matters were raised by the Trade Unions.

**CHAIRMAN**

**TO: EMPLOYMENT COMMITTEE  
18 JULY 2018**

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## **ANNUAL REVIEW OF BRACKNELL FOREST SUPPLEMENT (Director of Resources – Human Resources)**

### **1 PURPOSE OF REPORT**

- 1.1 In accordance with the decision taken by the Employment Committee in its report of 14 February 2014, this report addresses the fourth annual reassessment of the Bracknell Forest Supplement which would take effect from 1 April 2018 – the decision had been delayed until confirmation of the 2018 NJC pay award, so any change will be backdated. The report considers the Living Wage Foundation’s suggestion for a voluntary Real Living Wage, and the current pay offer for employees covered by the NJC for Local Government. Due to the national action on low pay the report concludes that the Bracknell Forest Supplement is now largely irrelevant. The report therefore suggests discontinuing the local supplement payments. Casual workers and apprentices are outside the scope of the Bracknell Forest Supplement.

### **2 RECOMMENDATIONS**

**That the Employment Committee:**

- 2.1 **Discontinue the Bracknell Forest Supplement with immediate effect, given that national measures mean the lowest NJC pay scale point is now higher than the Real living wage, making BF Supplement irrelevant.**

### **3 REASONS FOR RECOMMENDATIONS**

- 3.1 Since the Bracknell Forest Supplement was initially introduced to help those on low pay levels, both statutory National Minimum Wage levels and NJC spinal column points have risen significantly at the lower paid end of the pay spectrum. With more increases in National Minimum Wage, this seems an appropriate time to discontinue the supplement.

### **4 ALTERNATIVE OPTIONS CONSIDERED**

- 4.1 Formally increase the Supplement level to £8.75 per hour from 1 April 2018, to match the recommended Real Living Wage Foundation, although it would not apply to any employees and we wait to see if the recommended Living Wage Foundation amount for 2019 exceeds the 2019 NJC pay rates, or not.

### **5 SUPPORTING INFORMATION**

#### Bracknell Forest Supplement

- 5.1 When the Bracknell Forest Supplement (BFS) was introduced in April 2014 it was agreed that there would not be a contractual or policy commitment to use the “Real Living Wage” figure, but that it would be taken into account alongside issues such as the

level of the national pay settlement and local affordability, when setting the level of Supplement each year.

It is important to highlight that the BFS was using the voluntary “Real Living Wage” as a comparator which is voluntary, rather the mandatory National Living Wage which applies to staff over the age of 25 and set by the Government. (National Minimum wage applies to under 25s.) The Real Living wage rates are higher than the National Living Wage rate as they are calculated based on what employees and their families need to live.

5.2 The “Real Living Wage” (voluntary) is updated nationally during November, based on recommendations from the Living Wage Foundation and the recommendation now stands at £8.75 outside London, which is an increase of 30p per hour from last year.

5.3 The NJC for Local Government Services pay award 2018 has now been agreed. The award is bottom loaded to close the gap with the national living wage and results in a new bottom rate of £8.81 per hour on SCP 6. The table below shows the hourly rates:

Year	NJC	National Minimum/ Living wage	Real Living wage (outside London)	Bracknell Forest Supplement
2014	£6.36 + £0.29 = £6.65	£6.50	£7.65	£7.65
2015	No award	£6.70	£7.85	£7.85
2016	No award	£7.20	£8.25	£8.25
2017	£7.78 + £.030 = £8.08	£7.50	£8.45	£8.45
2018	£8.50 + £0.31 = <b>£8.81</b>	£7.83	<b>£8.75</b>	To cease
2019	£9.00 + £0.32 = £9.32	To be agreed	If using 2.5% increase, £8.96	To cease

5.4 As the NJC hourly rate of £8.81 is now higher than the Real Living wage hourly rate of £8.75, for those on NJC rates, there is no current need for a Bracknell Forest Supplement because of national increases to pay rates.

5.5 The 2018 pay award was a 2 year deal. In year two, ie from April 2019, the NJC hourly bottom rate will be £9.32 per hour. Whether BF Supplement would be required in 2019-20 would depend on the Living Wage Foundation’s recommendation for that year. The historic increases range from 2.5% to 5% increase. Whilst we cannot predict the recommended rate for 2019/2020, using the lowest historic percentage increase of 2.5%, the hourly rate could be £8.96, meaning the NJC hourly rate would remain higher than the Real Living Wage and therefore BF supplement remains unnecessary.

- 5.6 Those employees and casual workers not on NJC spinal column points are covered by the statutory National Living Wage. For casuals and apprentices there is no entitlement to Bracknell Forest Supplement; so the only staff who would still be able to benefit from an increase to the BF Supplement level would be any on local conditions whose pay is at a lower hourly rate. The majority of the permanent staff not on national pay scales were in the Leisure operations and are no longer on Bracknell's payroll. There are currently no employees receiving BF Supplement.
- 5.7 Payment of Bracknell Forest Supplement involves making annual decisions on the supplement level, identifying affected staff, issuing notifications to any affected staff, annual interventions by Payroll staff to adjust payments, and complicates backdated payments and overtime payments for affected employees. Members are asked to consider that it is a cumbersome mechanism now that national developments have made it largely irrelevant – its original purpose, to supplement the income of staff on low pay, has been overtaken by national events and it is no longer of great relevance in Bracknell Forest.

## **6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS**

### Borough Solicitor

- 6.1 There are no specific legal implications arising from the recommendations in this report.

### Borough Treasurer

- 6.2 To follow.

### Equalities Impact Assessment

- 6.3 The Bracknell Forest Supplement assists those in lower socio-economic groupings; however changes at a national level mean that less and less employees are relying on the Bracknell Forest Supplement amounts to any significant degree.

### Strategic Risk Management Issues

- 6.4 None.

## **7 CONSULTATION**

### Principal Groups Consulted

- 7.1 This will be subject to discussion at the Local Joint Committee.

Method of Consultation

7.2 By report.

Representations Received

7.3 To be advised.

Background Papers

None

Contact for further information

Nikki Gibbons, Chief Officer: Human Resources, 01344 352049

[nikki.gibbons@bracknell-forest.gov.uk](mailto:nikki.gibbons@bracknell-forest.gov.uk)

**TO: EMPLOYMENT COMMITTEE  
18 JULY 2018**

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**DECEMBER PAY DATE  
Director of Resources (HR)**

**1 PURPOSE OF REPORT**

- 1.1 To consider whether to change the December pay date to the last working day of the month.

**2 EXECUTIVE SUMMARY**

- 2.2 For many years the December payroll run has been earlier in the month, for reasons that in some cases are now outdated. This paper considers the arguments for and against changing this to make it the last working day of the month, from the perspective of both individuals and the organisation. Changing the date would provide an opportunity to improve the process for managers and for payroll.

**3 RECOMMENDATION**

- 3.1 **That CMT supports changing the December pay date and implement ready for December 2018. Any proposed change would be taken to Local Joint Committee and Employment Committee.**

**4 REASONS FOR RECOMMENDATION**

- 4.1 The reason for having an early December pay date are now outdated and the later December pay date would allow payroll more time to process changes and later deadlines for managers who send amendments and timesheets.

**5 ALTERNATIVE OPTIONS CONSIDERED**

- 5.1 Retain the status quo and continue to pay early in December. This would avoid creating a controversy with some staff, but at the expense of perpetuating a difficult payment processing system for payroll and managers.

**6 SUPPORTING INFORMATION**

- 6.1 Anecdotally, while some employees welcome the early payment to help with additional Christmas expenditure, others find it hard to manage the longer interval to being paid again in January. Payroll reports getting calls from individuals who are experiencing financial problems due to the long interval between December and January pay dates. These are more likely to be employees with low combined family income and the impact of this outweighs the benefit of being paid early to help with additional Christmas expense.

- 6.2 Historically, the main reason for early payment was to get the payslips delivered to schools before school term ended. Payslips are now electronic and can be accessed from home or checked when convenient. As this is no longer a reason to process payroll prior to Christmas, the payment date could be changed to fall in line with other months in the year where payment is made on the last working day of the month.
- 6.3 The payroll date is common to all staff and schools. Payroll has a strong preference for a later date, as the current pay date means that the deadlines for payroll actions in December are much more challenging than in other months as they need to be earlier in the month to accommodate an earlier payment date. If payroll dates are not met and instructions not received in time, errors in pay and late payments are likely to occur, which of course impacts adversely on employees as well as requiring corrective action. The payroll section is staffed between Christmas and New Year, to deal with any queries if the payroll date is moved to the last working day of the month.
- 6.4 The early pay date for December also means that managers have less time before payroll cut off date to make any changes/submit any timesheets. A later pay date would be welcomed by managers who will have the same time to complete their tasks as in any other month.
- 6.5 Terms and conditions of employment refer only to the salary being paid on the last working day of each month, so no contractual change would be required, but as the early payment is long established as custom and practice, the unions would need to be consulted.
- 6.6 This topic had been considered on one previous occasion by Unions. Unison was supportive of the change however Teacher's Unions were not. Since that consideration, some work has been done with Schools and the indication is that this change would receive more support now.
- 6.7 It is proposed that the changed payment date would be effective from December 2018. This would give plenty of time to inform staff of the change prior to the December pay run.

## **7 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS**

### Borough Solicitor

- 7.1 There are no specific legal implications arising from the recommendations in this report.

### Borough Treasurer

- 7.2 There are no significant financial implications of the recommendations, although a later payment date would bring a minor cashflow advantage. The key driver for the proposal is to enable more time for managers and the Payroll team to ensure accurate payments are made to staff at a particularly financially challenging time for many individuals.

Equalities Impact Assessment

- 7.3 A perceived positive impact for some groups of employees may be offset by a perceived negative impact on others. However, the employees more likely to experience difficulties are those in lower income groups and the impact upon them is likely to be more severe at a personal level.

Strategic Risk Management Issues

- 7.4 To follow

Other Officers

- 7.5 To follow

**8 CONSULTATION**

Principal Groups Consulted

- 8.1 Further consultation with the Local Joint Committee is required if CMT decides to pursue this issue.

Method of Consultation

- 8.2 Normal union channels

Representations Received

- 8.3 Teacher unions felt that the early payment date before Christmas was a recruitment and retention advantage.

Background Papers

None

Contact for further information

Nikki Gibbons, Resources Department - 01344 352198  
nikki.gibbons@bracknell-forest.gov.uk

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