

## **PERSONNEL COMMITTEE**

**Tuesday 11<sup>th</sup> October, 2016, at 6.00 p.m.**

**In a Conference Room, Council House, Walsall**

### **Present**

Councillor S. Coughlan (Chair)  
Councillor Nazir (Vice-Chair)  
Councillor Andrew  
Councillor Bennett (Substitute for Councillor Bird)  
Councillor Jeavons  
Councillor Shires

### **In attendance**

Senior HR Manager  
HR Manager

30/16

### **Apologies**

Apologies were received on behalf of Councillors Bird and Hazell.

31/16

### **Minutes**

The minutes of the meetings held on 14<sup>th</sup> and 22<sup>nd</sup> September, 2016, were submitted.

**Resolved** that the minutes of the meeting held on 14<sup>th</sup> and 22<sup>nd</sup> September, 2016, copies having previously been circulated to each Member, be agreed and signed by the Chairman as correct records.

32/16

### **Declarations of Interest**

None submitted.

33/16

### **Local Government (Access to Information) Act, 1985 (as amended)**

#### **Resolved**

There were no items on the agenda which required the exclusion of public under this Act.

34/16      **Change in the order of business**

Pursuant to the requirements of Standing Order No. 14 (c), the Chair advised that the Committee's order of business would be altered so that Agenda Item Nos. 7 (Schools Model Pay Policy) and 8 (Unattached Teachers' Pay Policy) brought forward on the agenda and considered as the first two items of business.

35/16      **Schools Model Pay Policy**

A report was submitted

(see annexed)

The HR Manager thanked the Committee for agreeing to establish an addition meeting of the Committee during October to consider the various Policies.

The HR Manager (Strategic Services) presented the report and highlighted the salient points contained therein.

Members considered the report which sought approval of an updated School's Model Pay Policy, 2016, as set out at appendix 1 to the report.

**Resolved** that the updated School's Model Pay Policy, 2016, be agreed, effective from 1<sup>st</sup> September, 2016.

36/16      **Unattached Teaches' Pay Policy**

A report was submitted

(see annexed)

The Senior HR Manager (Strategic Services) presented the report and highlighted the salient points contained therein.

Members considered the report which sought approval of a new Unattached Teachers' Pay Policy, as set out at appendix 1 to the report.

**Resolved** that the new Unattached Teachers' Pat Policy be agreed, effective from 1<sup>st</sup> September, 2016.

37/16      **Organisational Change Management Procedure**

A report was submitted

(see annexed)

The Senior HR Manager (Strategic Services) presented the report and highlighted the salient points contained therein.

Members considered the report which sought approval for the introduction of a new Organisational Change Management Procedure, as set out at appendix 1 to the report, which would assist the Council to deliver a range of organisational change management programs. The new procedure would accompany the Council's existing redundancy and redeployment procedures in supporting managers to implement change consistently and fairly in their service areas and across the Council. The procedure would support service redesign processes, help to improve service delivery models, support long term financial planning and assist with efficiency savings helping the Council to meet its future financial obligations.

**Resolved** that the Organisational Change Management Procedure be agreed with immediate effect.

38/16

### **Recruitment and Selection Procedure**

A report was submitted

(see annexed)

The Senior HR Manager (Strategic Services) presented the report and highlighted the salient points contained therein.

Members considered the report which sought approval of a new Recruitment and Selection Procedure, as set out at appendix 1 to the report.

**Resolved** that the Recruitment and Selection Procedure be agreed, effective from 1<sup>st</sup> November, 2016.

39/16

### **Sleep-in Payments**

A report was submitted

(see annexed)

The Senior HR Manager presented the report and highlighted the salient points contained therein.

Members considered the report which sought approval to create a sleep-in payment of £34.68 per sleep-in for staff working in residential homes.

**Resolved** that the creation of a sleep-in payment of £34.68 per sleep-in for staff working in residential homes be approved.

### **Termination of Meeting**

There being no further business, the meeting terminated at 6.18 p.m.

Chairman .....

Date .....