

## **PERSONNEL COMMITTEE**

**Tuesday 22<sup>nd</sup> October, 2019, at 12.30 pm.**

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

### **Present**

Councillor Bird (Chairman)  
Councillor Harris  
Councillor Nawaz  
Councillor A. Nazir (substitute for Councillor Hussain)  
Councillor Waters (substitute for Councillor Allen)

### **In attendance**

Assistant Director - Human Resources  
Human Resources Manager

68/19

### **Apologies**

Apologies for non-attendance were submitted on behalf of Councillors Allen and Hussain.

69/19

### **Declarations of Interest**

None submitted.

70/19

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

#### **Resolved**

That, where applicable, the public be excluded from the meeting during consideration of any items, as set out in the private part of the agenda, for the reasons set out therein and Section 100A of the Local Government Act, 1972.

71/19

### **Minutes**

**Resolved** that the minutes of the meeting held on 4<sup>th</sup> October, 2019, a copy having previously been circulated to all Members of the Committee, be approved and signed by the Chair as a correct record.

72/19

## **Employment Policies Review (phase 2)**

A report was submitted.

(see annexed)

The Human Resources Manager presented the report and highlighted the salient points contained therein.

The report sought the Committee's approval of the revised and new employment policies, as set out within the report. The report covered the revision of five existing employment policies and the introduction of 2 new employment policies.

The Committee considered the report and, arising from discussions, Members requested a report back to a future meeting in relation to agency staff spend and how it was monitored, with a view to identifying if real jobs existed and whether they could be filled with permanent appointments, or not.

**Resolved** that the following Policies be approved: -

- a) Grievance Policy (revised policy, previously grievance and dignity at work procedure) – (Appendix 1 to the report)
- b) Collective Grievance Policy (new policy) – (Appendix 2 to the report)
- c) Dignity At Work Policy (new policy) – (Appendix 3 to the report)
- d) Disclosure & Barring Service (DBS) Policy (revised policy) – (Appendix 4 to the report)
- e) Clear Desk and Screen Policy (revised policy) – (Appendix 5 to the report)
- f) Fixed Term and Temporary Contracts Policy (revised policy) – (Appendix 6 to the report)
- g) Right to Request Flexible Working Policy (revised policy) – (Appendix 7 to the report)

73/19

## **Schools Model Pay Policy 2019 and Unattached Teachers' Pay Policy 2019**

A report was submitted.

(see annexed)

The Human Resources Manager presented the report and highlighted the salient points contained therein.

The report sought the Committee's approval of the recently updated School's Model Pay Policy 2019 and Unattached Teachers' Pay Policy 2019 (attached as Appendix A and B to the report).

Arising from discussions on this item, Members requested a briefing note on how many unattached teachers were currently in post and what the likely cost to the Council would be as a result of the approval of this report.

**Resolved** that the School's Model Pay Policy 2019 and Unattached Teachers' Pay Policy 2019 be approved with effect from 1<sup>st</sup> September, 2019.

### **Termination of Meeting**

There being no further business, the meeting terminated at 6.25 p.m.

Chairman .....

Date .....