

PERSONNEL COMMITTEE

2nd December, 2019, at 6.00 pm.

In a Conference Room, Council House, Walsall

Present

Councillor Andrew (Vice-Chairman in the Chair)
Councillor Allen
Councillor Harris
Councillor Hussain
Councillor Johal (Substitute for Councillor Bird)
Councillor Nawaz

In attendance

Assistant Director – Human Resources

Head of Law – Contentious
Senior Democratic Services Officer
Representative of Bevan Brittan

81/19

Apologies

Apologies for non-attendance were submitted on behalf of Councillors Bird and Gultasib.

82/19

Declarations of Interest

None submitted.

83/19

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.

84/19

Minutes – Public Version

Resolved that the minutes of the meeting held on 5th November, 2019, a copy having previously been circulated to all Members of the Committee, be approved and signed by the Chair as a correct record.

85/19

Appointment to the position of Chair of Employment Appeals Committee 'A'

A report was submitted.

(see annexed)

The Clerk presented the report and highlighted the salient points contained therein.

The report informed Members that On 18th November, 2019, Councillor Allen, the Chair of Employment Appeals Committee 'A', gave notice of his resignation from this position.

Accordingly, the report sought to make an appointment to that now vacant position of Chair and to nominate another Conservative Member to the Committee to fill the vacancy left by Councillor Allen.

Any appointment to this position must be from the Conservative Group to maintain the Political Balance on the Sub-Committee, which comprised seven Members in total. This equated to four Conservative Members and three Labour Members.

Resolved that: -

1. Councillor Douglas-Maul be appointed as Chair of Employment Appeals Committee 'A' for the remainder of the 2019/20 Municipal Year;
2. That the Conservative Group gives notification of another Member to fill the vacancy created by Councillor Allen's resignation in order to maintain political balance on the Committee.

86/19

Changes to term time only pay calculations

A report was submitted.

(see annexed)

The Assistant Director – Human Resources presented the report and highlighted the salient points contained therein.

The report provided an executive summary regarding changes to Term Time only employees National Joint Council Part 4 guidance, and sought agreement the Committee to implement the recommendations outlined in within section 2 of the report. This report had been considered and the recommendations were endorsed by Corporate Management Team 7th November, 2019.

Arising from discussion on this report, Members requested the Assistant Director to provide the following information outside of the meeting: -

- That Committee Members be provided with a list of schools and how each school were likely to be impacted by this reports approval.
- What the collective reserve was at present for schools.
- If term time only staff now paid on a monthly or yearly basis.

Resolved that: -

1. the NJC advisory model be utilised for the calculation of term time only employees fraction replacing the existing model that has been in place since 2012.
2. the revised model of calculation be back dated to an effective date of the 01 April, 2019, in line with the NJC guidance being updated (published during March, 2019).
3. schools be encouraged to adopt the change as the majority still recognise the Green Book, however the decision to implement and associated risk of not implementing the advisory model would be that of the individual schools.
4. any monies owing to a leaving employee be calculated at the point of leaving (using designated individual leave years) and paid accordingly.

87/19

Employment Policies Review (phase 3)

A report was submitted.

(see annexed)

The Assistant Director – Human Resources presented the report and highlighted the salient points contained therein.

The report sought approval for the revised and new employment policies, as detailed within the report and as set out below.

Resolved that the following policies be approved for immediate adoption: -

1. Disciplinary Policy (revised policy) – (Appendix 1).
2. Appeals Policy (revised policy) – (Appendix 2).
3. Confidential Reporting (Whistleblowing) Policy (revised policy) – (Appendix 3).
4. Model Appeals Procedure (Appendix 7).

88/19

Private Session

Exclusion of Public

Resolved

That, during consideration of the remaining item(s) on the agenda, the Committee considers that the item(s) for consideration is / are exempt information for the reasons set out therein and Section 100A of the Local Government Act, 1972, and accordingly resolves to consider the item(s) in private.

89/19

Minutes – Private Version

Resolved that the minutes of the meeting held on 5th November, 2019, a copy having previously been circulated to all Members of the Committee, be approved and signed by the Chair as a correct record.

(Exempt information under Paragraphs 1, 2 and 4 of Part I of Schedule 12A of the Local Government Act, 1972) (As amended)

87/19

Process relating to disciplinary, capability or conduct allegations relating to the chief executive, chief officers and deputy chief officers

A report was submitted.

(see annexed)

Resolved that the recommendations within the report be approved.

(Exempt information under Paragraphs 1, 2 and 4 of Part I of Schedule 12A of the Local Government Act, 1972) (As amended)

Termination of Meeting

There being no further business, the meeting terminated at 6.44 p.m.

Chairman

Date