

## **PERSONNEL COMMITTEE**

**Wednesday, 3<sup>rd</sup> December, 2014 at 6.00 p.m.**

**Conference Room, Council House, Walsall**

### **Present**

Councillor Chambers (Vice-Chairman)  
Councillor Bennett (Vice-Chairman)  
Councillor S. Coughlan  
Councillor Harris  
Councillor Phillips (Substitute for Councillor Cassidy)

### **In attendance**

Head of Human Resources  
Senior HR Manager

21/14

### **Apology**

An apology for non attendance was submitted on behalf of Councillor Cassidy. (Councillor Phillips substituted for Councillor Cassidy).

22/14

### **Minutes**

**Resolved** that the minutes of the meetings held on 31<sup>st</sup> October and 18<sup>th</sup> November, 2014, copies having previously been circulated to each Member of the Committee, be approved and signed by the Chairman as correct records.

23/14

### **Declarations of Interest**

There were no declarations of interest.

24/14

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

There were no items for consideration in private session.

25/14

### **People Gateway Presentation**

The Committee received and noted a presentation from the Senior HR Manager on the new People Gateway I.T. system which enabled employees and managers to view and edit specific details relating to HR files, including such things as: -

- Employment history;
- Sickness records;
- Personal details;
- Pay slips. etc...

Arising from discussions on this presentation: -

- the Chair questioned whether Members would be included within the system. The Senior HR Manager advised that Members were not currently included within the system, but they could be included should Members express an interest;
- a Member questioned if details relating to an employee's Criminal Record was included within the system. The Senior HR Manager advised that he did not know, but he agreed to find out and report back to Members.

The Head of Human Resources clarified that this system had helped, and would continue to assist, in providing savings from the HR budget by helping managers in supporting their staff and undertaking duties which no longer relied on as much input from HR. However, the same level of service would still be provided in a better and more efficient way.

26/14

### **Schools Model Pay Policy**

A report for information was submitted:-

(see annexed)

The Senior HR Manager presented the report and highlighted the salient points contained therein. In addition, he confirmed that this Policy had been out to consultation with a selection of schools across the Borough and it should be presented to Governing Body meetings at some point in the New Year.

**Resolved** that the report be noted.

27/14

### **2015/16 Pay Policy**

A report was submitted:-

(see annexed)

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

The Chair assured Members that, by the Policy coming to this Committee, it had added an extra level of assurance, as previously the Policy would have been submitted directly to Council for approval.

**Resolved** that the Personnel Committee agrees to the submission of the 2015/16 Pay Policy for approval by Council on 12<sup>th</sup> January, 2015, allowing for section 4.4 and Appendix A to be updated should the Chief Officers' and Chief Executive's pay award negotiations be concluded before the Policy is submitted to Council.

### **Termination of meeting**

The meeting terminated at 6.45p.m.

Chair: .....

Date: .....