



Rutland County Council

Catmose Oakham Rutland LE15 6HP
Telephone 01572 722577 Facsimile 01572 758307 DX 28340 Oakham

Minutes of a Meeting of the **EMPLOYMENT AND APPEALS COMMITTEE** held in the Council Chamber, Catmose, Oakham, Rutland on **Tuesday 17 March 2015** at 7.00pm.

PRESENT: Mr M D A Pocock (Chairman, in the Chair)
Mrs C Cartwright (Substitution for Mr K A Bool)
Mr J R Munton
Miss G Waller
Mr A Walters

ABSENT: Mr N Wainwright

OFFICERS Miss C Snell Head of Human Resources
PRESENT: Miss S Croad Corporate Support Officer
Mrs R Hynds Corporate Support Officer

APOLOGIES: Mr K A Bool
Mrs C Emmett

846 DECLARATIONS OF INTEREST

There were no declarations of interest in respect of items on the agenda.

847 MINUTES

The Minutes of the Employment and Appeals Committee held on 27 January 2015, copies of which had been previously circulated, were confirmed and signed by the Chairman.

848 PETITIONS, DEPUTATIONS AND QUESTIONS

No petitions, deputations or questions from members of the public had been received.

849 HR POLICIES

Report No 58/2015 from the Director for Resources was received the purpose of which was to present an updated Human Resources Policy and to further update Members on training for managers in people management.

During the discussion the following points were noted:

- i. Table 1 (page 5) – The wording ‘not normally’ was taken from the Leicestershire Pensions policy. The Head of Human Resources will verify this with Leicestershire;
- ii. Paragraph 7.2 (page 29) – Members expressed their disappointment that the Living Wage was not adopted by Rutland County Council (RCC). It was acknowledged that the cost impact would not be significant and Members requested the Council’s position on this to be

- reviewed. Page 38 – Members were pleased to see the RCC Allowances and benefits section on page 38 and thought it useful for Managers;
- iii. In the last financial year 30 members of staff have acted up to a post or received an Additional Responsibility Allowance. Managers are requested to provide a full rationale of the reasons why it would be appropriate for a member of staff to act up and an exit strategy. Members requested a breakdown of data by Directorate. This data will be forwarded electronically to all panel Members by the Head of Human Resources;
 - iv. Point 5 (page 40) – The Head of Human Resources provided the panel with a brief update on the staff survey results. Members requested the Staff Survey be added to the agenda for the next Employment and Appeals meeting;
 - v. Point 6 (pages 40/41) – Members expressed their disappointment on the low usage of the E-learning modules. The Head of Human Resources confirmed that this was being reviewed with the Directorate Management Teams;
 - vi. Members thought it useful for the E-learning modules to be available as a training session for multiple members of staff;
 - vii. The Head of Human Resources clarified that 88% of managers had attended at least 2 or more briefing sessions/training programmes;
 - viii. Members requested more E-learning modules to be made mandatory.

RESOLVED

2.1 To approve the following HR Policies:

- (a) Pension discretions (Local Government Pension Scheme) (Appendix 1 to the report) – schedule of discretions in line with Local Government Pension Scheme (LGPS) 2014 subject to review of the use of the word ‘normally’ in regulation 31 of the LGPS Regulations.
- (b) Early Retirement Policy (Appendix 2 to the report)
- (c) Pay Policy (Appendix 3 to the report)

2.2 – The Committee acknowledged that training in people management skills is being given to managers.

---oOo---

The Chairman declared the meeting closed at 7.35pm

---oOo---