



East  
Northamptonshire  
Council

## Personnel Sub-Committee

### Minutes of a meeting held on 12 June 2012 at East Northamptonshire House, Thrapston

#### Present:

Councillors

Roger Glithero (Chairman)  
Wendy Brackenbury  
Glenn Harwood  
Steven North  
Jeremy Taylor

David Oliver  
Katy Everitt  
Glenn Hammons  
Aime Armstrong  
James McLaughlin

Chief Executive (DO)  
Head of Resources and Organisational Development (KE)  
Chief Finance Officer and Section 151 Officer (GH)  
Human Resources Manager (AA)  
Democratic and Electoral Services Manager (JMCL)

#### Action

#### 1.0 APPOINTMENT OF CHAIRMAN

##### 1.1 RESOLVED:

That Cllr Roger Glithero be elected chairman of the Personnel Sub-Committee.

#### 2.0 MINUTES

2.1 The minutes of the meeting held on 25 April 2012 were approved and signed by the Chairman. **JMcL**

It was noted that two applicants had been invited to attend interviews for the Finance Manager post on the morning of 5 July 2012. It was agreed that the Leader of the Council and the Chairman of the Personnel Sub-Committee would be involved in the recruitment process on this date. **AA**

#### 3.0 ELECTION OF VICE-CHAIRMAN

##### 3.1 RESOLVED:

That Cllr Jeremy Taylor be elected vice-chairman of the Personnel Sub-Committee.

#### 4.0 DECLARATIONS OF INTEREST

4.1 David Oliver, Chief Executive, and Katy Everitt, Head of Organisational Development, declared a personal and prejudicial interest in item 12 as they were recipients of the scheme. They left the meeting before the consideration of item 12. **JMcL**

**5.0 QUESTIONS**

5.1 There were no questions.

**6.0 WORKFORCE STATISTICS**

6.1 The sub-committee reviewed data about staff sickness, turnover and the number of staff employed.

**7.0 VACANT POSTS UPDATE**

7.1 The sub-committee received a report on:-

- (a) Vacant posts
- (b) New posts created on the establishment
- (c) Posts temporarily vacant
- (d) Budget savings, and
- (e) Empty posts/hours still on establishment but with no budget.

**8.0 APPOINTMENT TO WORKING PARTIES**

8.1 The Sub-Committee was asked to appoint members to serve on two working parties to review the Pay and Reward Strategy and to review the Returning Officer's fees. Recognising that the Leader and Deputy Leader of the Council had other significant commitments to attend to, it was agreed that the remaining members of the sub-committee would attend to these projects.

**RESOLVED:**

That the Chairman, Vice-Chairman and Councillor Wendy Brackenbury be appointed to work with officers to develop a Pay and Reward Strategy and review the setting of the Returning Officer's fees.

**KE/AA/  
JMcL**

**9.0 EXCLUSION OF PUBLIC**

**9.1 RESOLVED:**

That the public and press be excluded from the meeting during consideration of the following items of business because exempt information, as defined under paragraphs 1 and 2 of Part 1 of Schedule 12A of the Local Government Act 1972, may be disclosed.

**10.0 STAFF PROPOSAL 7a**

10.1 The sub-committee considered a report detailing the progress made in respect of future shared service arrangements. It was noted that a number of positive achievements had been realised to date, but there remained a number of difficulties to be addressed. The proposed next steps included

the development of a formal shared service, formal consultation with affected staff and the decision-making process for implementation of any new arrangements.

**RESOLVED:**

That the report be noted.

**11.0 COUNCIL CAR SCHEME REVIEW**

- 11.1 The sub-committee received a report which provided comprehensive information on the council car scheme and a suite of options for the future operation of the scheme which had been prepared by the review group previously established on 29 November 2011.
- 11.2 The report detailed the risks and implications associated with each of the options and, in considering the options, Members took account of the various representations from staff currently within the scheme and those submitted by UNISON. Members had due regard to the financial implications associated with each option before identifying a proposal for recommendation to Policy and Resources Committee and subsequently for the full Council.

**RESOLVED TO RECOMMEND:**

- (1) That the Council be minded to agree to the discontinuation of the council car scheme, to be effective six months from the date of the full Council decision on this matter, whilst letting each lease run to its natural end with no compensation.
- (2) That the Council be “minded to” agree to continue with the current definition of the essential car user allowance, subject to a robust review annually.
- (3) That Members be nominated to negotiate on a protection and compensation package, if required.
- (4) That formal consultation commence with staff in respect of the impact of any proposed changes.
- (5) That it be noted that the position of the Chief Executive is a separate contractual matter to be settled by negotiation involving the Leader of the Council and the Chairman of the Personnel Sub-Committee.

**RESOLVED:**

That the Chairman and Vice-Chairman of this sub-committee be authorised to agree the wording of the above recommendations in a communication to affected staff, which will be issued at the time of the publication of the agenda for the Policy and Resources Committee meeting to be held on 2 July 2012.

**Chairman**