



Personnel Sub-Committee

Minutes of a Meeting held on Monday 25 June 2018 at 6.30pm, East Northamptonshire House, Thrapston

Present: Councillors: Tony Boto
John Farrar
Roger Glithero JP
Glenvil Greenwood-Smith
David Jenney
Steven North
Sarah Peacock

Officers: David Oliver Chief Executive
Glenn Hammons Executive Director (Resources & Commercial)
Lisa Butterfill Interim Human Resources Manager

1.0 APPOINTMENT OF CHAIRMAN

RESOLVED:

That Councillor Roger Glithero be appointed Chairman of the Personnel Sub-Committee for the year 2018/19.

2.0 APPOINTMENT OF VICE-CHAIRMAN

RESOLVED:

That Councillor Sarah Peacock be appointed Vice-Chairman of the Personnel Sub-Committee for the year 2018/19.

3.0 APOLOGIES FOR ABSENCE

3.1 No apologies for absence were received.

4.0 MINUTES

4.1 The minutes of the meeting of the Personnel Sub-Committee held on 14 May 2018 were approved and signed by the Chairman.

5.0 DECLARATIONS OF INTEREST

5.1 No declarations of interest were made.

6.0 QUESTIONS UNDER PROCEDURE RULE 10.3

6.1 There were no questions submitted under Procedure Rule 10.3.

7.0 ABSENCE MANAGEMENT POLICY

7.1 The Interim HR Manager reported that the Absence Management Policy, which formed part of the Staff Management Policy, required updating in advance of a review of the full Staff Management Policy. This was to complete an audit action and was in line with the Absence Management Policy Review Action Plan discussed by the Sub-Committee in November 2017.

7.2 Staff consultations had been undertaken and the proposed revisions to the Policy were appended to the report.

7.3 It was confirmed that, while reference to specific health conditions was made in the Policy, it covered all medical conditions.

RESOLVED: That, subject to the amendment set out below, the changes to the Absence Management Policy set out in the report be approved.

Paragraph 10.5: the revised wording to read “contact should be maintained on at least a monthly basis”.

(Reason: To ensure absence is managed in a clear, fair, legal and consistent way).

8.0 EXCLUSION OF PUBLIC AND PRESS

RESOLVED:

That the public and press be excluded from the meeting during consideration of the following item of business because exempt information, as defined under paragraphs 2 and 4 of Part 1 of Schedule 12A of the Local Government Act 1972, may be disclosed.

9.0 SHARED SERVICE PROPOSAL

9.1 The Executive Director (Resources & Commercial) reported that, further to the report submitted to the Sub-Committee in January 2018, an independent review of the shared HR service proposal from Corby Borough Council had been undertaken by East Midlands Councils (EMC). The recommendation made by EMC was for this Council to enter into a shared HR service with Corby Borough Council (which would act as the host authority) and the Borough Council of Wellingborough.

9.2 A summary of the proposed service was provided, together with the benefits afforded by a shared service and the indicative timescale for implementation.

9.3 Should the Sub-Committee give its approval, a period of consultation with staff affected by the proposals would take place and this was planned to be undertaken simultaneously across the three councils involved.

RESOLVED: That

- i) the report by East Midlands Councils on the assessment of options for a shared HR service with Corby Borough Council and the Borough Council of Wellingborough be noted.
- ii) the preferred option to enter into a shared HR service with Corby Borough Council (host authority) and the Borough Council of Wellingborough be approved.
- iii) consultation with staff on the implementation of the preferred option be approved.
- iv) it be noted that a report will be submitted to a subsequent meeting setting out the results of the consultation with staff and, if appropriate, formally establishing a shared HR service with Corby Borough Council and the Borough Council of Wellingborough

(Reason: To ensure that council services are provided in the most cost-effective manner)

9.0 PLANNING SERVICES RESTRUCTURE AND SECONDMENT

RESOLVED: That consideration of this item be deferred until the next meeting of the Sub-Committee.

Chairman