

**At a meeting of the HUMAN RESOURCES COMMITTEE held in the CIVIC CENTRE (COMMITTEE ROOM NO. 1) on Monday 23 March 2020 at 11.00am**

**Present: -**

Councillor Miller in the Chair

Councillors Mordey, Stewart and G Walker

**Also present: -**

Tracy Palmer	-	Acting Assistant Director of People Management
Elaine Waugh	-	Assistant Director of Law and Governance
Karen Mould	-	Principal Governance Services Officer

**Apologies for Absence**

Apologies for absence were submitted to the meeting on behalf of Councillors Atkinson, Farthing, Jenkins, Kelly, McKeith, Potts, A Wilson and P Wood.

**Declarations of Interest**

There were no declarations of interest.

The Committee agreed that the order of business on the agenda be varied and that agenda item 5 'Pay Policy Statement 2020-21' be taken as a Part I document.

**Minutes**

1. RESOLVED that the minutes of the meeting of the Human Resources Committee held on 13 February 2020, Part I be confirmed and signed as a correct record.

**Pay Policy Statement 2020-21**

The Strategic Director of People, Communications and Partnerships submitted a report to recommend approval for publication by 31 March 2020, after agreement by Council on 25 March 2020, the Pay Policy Statement for 2020-2021.

The Committee was reminded that the current policy needed to be updated and

published for 2020-21.

The Policy contained both required and discretionary elements. In addition, on 3 October 2014 the Government issued a revised Local Government Transparency Code, which came into force on 31st October 2014. The HR implications of the mandatory information were the annual publication of:

- An Organisation Chart covering staff in the top three levels of the organisation;
- Annual publication of Trade union facility time;
- Senior salaries; and
- Pay multiple – (the ratio between the highest paid salary and the median salary of the whole workforce).

These data sets are published on the Council's website under Transparency.

The proposed draft Pay Policy Statement 2020-2021 was appended to the report for the Committee's consideration. The amendments in comparison with the 2019-20 Pay Policy Statement were: changes to dates; a national increase in JNC pay rates; greater clarity in relation to termination payments and minor changes to the presentation of the statement. The information contained in the Statement was required to be that which applied at the date of publication, 31 March 2020.

Members noted the lowest paid employee information and that these staff were employed in jobs which were paid at Grade 1, spinal column point 3 (£18,065 per annum for a full time 37 hour week as at 31 March 2020) which was the lowest salary paid to employees other than apprentices, in line with the council's decision to comply with the recommended minimum hourly rate of the Living Wage Foundation.

One way of measuring pay relationships was to use a pay multiple. The Median Pay Multiple (the ratio between the highest paid taxable earnings for the given year and the median earnings figure of the whole of the Council's workforce) is 8.14:1.

Having considered the report it was:-

2. RESOLVED that Human Resources Committee formally agree the draft Pay Policy Statement 2020-21 for recommendation to Cabinet and adoption by Council and publication by 31 March 2020.

### **Local Government (Access to Information) (Variation Order) 2006**

At the instance of the Chairman, it was: -

3. RESOLVED that in accordance with the Local Government (Access to Information) (Variation) Order 2006, the public be excluded during the consideration of the remaining business as it was considered to involve a likely disclosure of information relating to a particular individual or which was likely to reveal the identity of an individual or which was likely to reveal the identity of an individual and any consultations or negotiations, or contemplated

consultations or negotiations in connection with any labour relations matter arising between the Council and its employees. (Local Government Act 1972, Schedule 12A, Part 1, Paragraphs 1, 2 and 4). The public interest in maintaining this exemption outweighed the public interest in disclosing the information.

## **Minutes – Part II**

4. RESOLVED that the minutes of the meeting of the Human Resources Committee held 13 February 2020, Part II be confirmed and signed as a correct record.

(Signed) G MILLER  
Chair

