

AT A MEETING of the EMPLOYMENT IN HAMPSHIRE COUNTY COUNCIL COMMITTEE held at The Castle, Winchester on 20 July 2011.

PRESENT:

Chairman:
Councillor T. K. Thornber, CBE

Councillors:

p C. Carter	p K. Evans
p A. P. Collett	a Felicity Hindson
p B. D. Dash	a K. House
p Dr. R. J. Ellis	p J.J. Wall

86. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Felicity Hindson and Keith House.

87. DECLARATIONS OF INTEREST

Members were mindful that where they believed they had a personal or prejudicial interest in any matter considered at the meeting declared that interest at the time of the relevant debate and, having regard to the circumstances described in paragraphs 9, 10, 11 and 12 of the County Council's Code of Conduct, considered whether to leave the meeting whilst the matter was discussed, save for exercising any right to speak in accordance with paragraph 12 of the code.

89. MINUTES

The Minutes of the meeting held on 16 March 2011 were confirmed as a correct record and signed by the Chairman.

90. CHAIRMAN'S ANNOUNCEMENTS

The Chairman welcomed Mr Roger Farrall, member of the Independent Remuneration Panel, who observed the meeting.

91. EMPLOYMENT IN HAMPSHIRE COUNTY COUNCIL – REVISED TERMS OF REFERENCE

The Committee considered the report of the Chief Executive (Item 5 in the Minute Book) regarding a revision to the Committee's terms of reference. The County Council is required to approve any amendments to the terms of reference for committees or standing panels and this was complied with on 14 July 2011 as part of the wider review of the County Council's Constitution. The approved terms of reference were circulated to all members of the Committee for information.

In presenting the report, the Chief Executive highlighted the main points contained within the revised Terms of Reference, and in particular the Committee's enhanced role following the abolition of the Members' Allowances Panel. The Committee will in future consider the recommendations of the Independent Remuneration Panel concerning the Members' Allowances Scheme, for which an annual review is required. The Committee's remit also includes the ratification of Chief Officer remuneration and determination of the terms and conditions of service for staff employed by the County Council. In considering the issue of Chief Officer remuneration, the Committee requested the Director of Human Resources to review the Council's approach to determining Chief Officer salaries with those of other County Councils. Furthermore, the Committee also acknowledged that significant financial and non financial benefits accrue to the County Council and thus the residents of Hampshire from the work of the Chief Executive and Chief Officers in a wider national context.

RESOLVED:

- a) That the revised terms of reference for the Committee, as approved by the County Council on 14 July 2011, were noted;
- b) That some benchmarking with comparator authorities be undertaken in regard to the approach and process applied to deciding the remuneration of Chief Officers, though not salary comparisons until corporate reviews had been completed.

92. GOVERNMENT CONSULTATION ON MODERN WORKPLACES

The Committee considered the report of the Director of Human Resources (Item 6 in the Minute Book) updating Members on a Government consultation which is currently taking place on "Modern Workplaces" and the implications for the County Council. In presenting the report, the Director highlighted the four elements in the proposals which are aimed at creating a society where work and family life complement one another, where employers have the flexibility to recruit and retain skilled labour and where employees no longer have to choose between a rewarding career and a fulfilling home life. The Director reported that the County Council has sound policies in place in regard to the four key elements of the proposals and whilst any new arrangements will require amendment to some policies and procedures, the proposals are not likely to create significant new burdens for the County Council.

The Committee broadly welcomed the proposals but expressed concern in regard to the implications for smaller businesses and that the proposals could lead to additional bureaucracy and increased costs.

The Committee also wished to ensure that under the proposals for Flexible Working, due regard is paid to the existing arrangements whereby parents of severely disabled children aged up to 25 can apply to work flexibly to support their child's transition into adulthood.

RESOLVED:

That the Committee:

- a) noted the Government's proposals to create "Modern Workplaces" and the Council's position in relation to these; and
- b) agreed the broad response to the consultation as detailed in section 3 of the supporting report which would be expanded to incorporate the specific points raised.

93. **HAMPSHIRE COUNTY COUNCIL PAY POLICY**

The Committee considered the report of the Chief Executive (Item 7 in the Minute Book) seeking approval of a pay policy statement as part of the County Council's Open Data and Transparency Programme. The Committee welcomed the suggested approach as an appropriate addition to the Council's overall transparency programme.

RESOLVED:

That the Committee:

- a) approved the County Council's Pay Policy Statement, subject to some minor amendments for the purposes of clarity, together with the inclusion of e-links to relevant information elsewhere on the County Council's website for ease of access, as attached to these Minutes.
- b) approved the publication of the finalised Pay Policy Statement on the County Council's Open Data webpages.

94. ***INTERNSHIPS PLUS: A NEW INITIATIVE IN THE COUNTY COUNCIL'S APPRENTICESHIP SCHEME, ASSISTING CARE LEAVERS INTO EMPLOYMENT***

The Committee considered the report of the Director of Human Resources (Item 8 in the Minute Book) setting out the progress made since the Cabinet's decision on 24 January to give further employment related support to young people, especially those from the most vulnerable groups for whom the Council has corporate parent responsibilities. In presenting his report the Director confirmed that 19 young people had commenced an internship with effect from 18 July, which was a very encouraging start for this new initiative. He highlighted that some emerging issues were being proactively dealt with by some skilled members of staff in order to establish working relationships built on trust and to develop the self esteem and confidence of a group of young people who have had few positive experiences or support and feedback in their lives to date.

The Committee were extremely supportive of this initiative and hoped that it would provide young people with opportunities that might not otherwise be open to them and to help equip them for future employment or entry into higher education. The

Committee requested the Director to investigate building into the programme a visit to one of the County Council's activity centres such as Calshot and to explore the possibility of joint approaches with District Councils in the future via the Hampshire Senate.

RESOLVED:

That the Committee:

- a) noted the development of *Internships Plus* as an appropriate response to Cabinet's request for such a scheme to be developed and Cabinet's decision to allocate £600,000 from reserves to fund this scheme.
- b) that a further report will be prepared for a meeting of the Cabinet and EHCC Committee in the autumn giving an update on the outcomes of the scheme.

95. EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED:

This report is not for publication as it contains exempt information within Paragraph 3 and Paragraph 4 of Part 1 of schedule 12A to the Local Government Act 1972, being information relating to the financial or business affairs of any particular person (including the authority holding that information) and any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the Authority or a Minister of the Crown and employees of, or office holders under, the Authority. Whilst there may be a public interest in disclosing the information, namely that it would provide information regarding the County Council's efficiencies programme, it is considered that, in all the circumstances, the public interest in maintaining this exemption, namely the need for the free and frank exchange of views for the purpose of deliberation, and the need to avoid prejudice to the effective conduct of public affairs outweighs the public interest in disclosing this information.

96. WORKFORCE EFFICIENCIES – VOLUNTARY REDUNDANCY

The Committee considered [and approved] the exempt report of the Chief Executive and Director of Human Resources (Item 10 in the Minute Book) updating Members on the latest position.

(SUMMARY OF AN EXEMPT MINUTE).

COUNTY COUNCIL PAY POLICY

With the exception of teaching staff and associated youth and school advisory roles where pay is determined by National consultation groups, pay for all staff is governed by the Employment in Hampshire County Council (EHCC) Committee. The EHCC Committee comprises elected County Councillors from the main political parties and has responsibility for local terms and conditions of employment for staff within the County Council's pay framework.

The County Council's pay framework was implemented in April 2007 in line with National guidance, with the grade for each role being determined by a consistent job evaluation process. This followed a national requirement for all Local Authorities, and a number of other public sector employers, to review their pay and grading frameworks to ensure fair and consistent practice for different groups of workers with the same employer. As part of this the County Council determined a local pay framework reducing the overall number of grades to eleven.

Pay awards are considered annually for staff.

For those staff up to and including grade G the outcome of the national consultations by the Local Government Employers in negotiation with the Trade Unions is applied.

For senior managers at or above grade H the value of any pay award is determined by the EHCC Committee.

With respect to Chief Officers pay, which also comes under the remit of the EHCC Committee, salary on appointment has regard to the relative size and challenge of the role compared with other Chief Officer roles within the County Council. Account is also taken of other relevant available information, including the salaries of Chief Officers in other similar sized County Councils.

The annual pay review for Chief Officers is considered by the EHCC Committee each year alongside recommendations for senior managers. To support the annual review, information may be provided on inflation, earnings growth and any significant considerations from elsewhere in the public sector.

Typically, Chief Officers have received the same percentage pay award as other managers and staff groups within the Council and in each year since implementation of the new pay framework, the EHCC Committee has applied the same percentage award determined nationally for other grades of Local Government employees within the County Council.

There has been no annual pay award to any group of staff since April 2009.

Links to relevant information:

Pay scales and grading: <http://www3.hants.gov.uk/pay-scales.pdf>.

Chief Officer Salaries: <http://www3.hants.gov.uk/opendata/datasets/senior-salaries.htm>

Officer Salaries over £50,000: <http://www3.hants.gov.uk/opendata/datasets/officer-salaries.htm>