

AT A MEETING of the EMPLOYMENT IN HAMPSHIRE COUNTY COUNCIL COMMITTEE held at The Castle, Winchester on 12 November 2013.

**PRESENT:**

**Chairman:  
Councillor Stephen Reid**

Councillors:

p	Vaughan Clarke	p	Keith House
p	Adrian Collett	a	Roy Perry
p	Keith Evans	p	John Wall
p	Tony Hooke		

Councillor Criss Connor was also in attendance at the invitation of the Chairman of the Committee.

**12. APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Roy Perry who was engaged on County Council business elsewhere.

**13. DECLARATIONS OF INTEREST**

All Members were reminded that if they believe they have a Disclosable Pecuniary Interest in any matter to be considered at the meeting must declare that interest and, having regard to the circumstances described in Part 3, Paragraph 1.5 of the County Council's Code of Conduct, leave the meeting while the matter is discussed, save for exercising any right to speak in accordance with paragraph 1.6 of the Code. Furthermore, all Members with a Non-Pecuniary Interest in a matter being considered at the meeting should consider whether such interest should be declared, and having regard to Part 5 Paragraph 2 of the Code, consider whether it is appropriate to leave the meeting while the matter is discussed, save for exercising any right to speak in accordance with the Code.

**14. MINUTES**

The Minutes of the meeting held on 15 July 2013 were confirmed as a correct record and signed by the Chairman.

**15. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman welcomed Roger Farrall and Julia Abbott, members of the Independent Remuneration Panel, as observers of the meeting.

The Chairman announced that in light of recent reports on the living wage, he had asked that a paper be prepared for consideration by the Committee

at its next meeting.

16. **'TRANSFORMING THE COUNCIL *THROUGH YOU*' – PROGRAMME UPDATE**

The Committee considered the report of the Director for Strategic Change and Business Development (Item 5 in the Minute Book) updating the Committee on progress with the 'Transforming the Council *Through You* programme, which is focused on implementing the County Council's Workforce Development Strategy. It demonstrates significant investment in staff to deliver the Council's priorities to 2015 and beyond and the work being done is aligned with that of the Integrated Business Centre to ensure a complimentary offer is in place.

The Director briefly introduced the report and handed over to Sarah Goodwin, Interim Workforce Development Manager to summarise the key points in the report. Members attention was drawn to the four key themes of the programme as set out in paragraph 2.2 of the report. The priority focus to date had been the development of the competency framework; an accompanying appraisal system and defining the qualities the organisation requires from its leaders and manager to deliver strategic priorities in the most effective way.

Members noted that there had been a high level of staff engagement through focus group activity to help define the skills and knowledge required to deliver each of the four core competencies in the framework set out in section 3 of the report. Members noted that having four competencies keeps the framework focused and manageable; encourages professionalism across the organisation and provides an effective mechanism to work on the challenges that are necessary to add value. The approach of engaging staff from the outset had been essential and feedback had indicated that staff who took part had welcomed the opportunity to be involved and make a contribution. In addition, many staff had volunteered to take part in a pilot appraisal programme next year.

It was also noted that there had been regular engagement with and updates to the Trade Unions who had thus far been supportive of the direction of travel.

Following the discussion Members also asked specific questions regarding staff morale and staff engagement.

NB: The Policy and Resources Select Committee considered a report on managing absence on 31 October 2013, looking at the positive outcomes of engagement with staff in regard to absence levels..

**RESOLVED:**

That the Committee noted the progress to date in the development of the 'Transforming the Council *through you*' programme and that it will continue to receive regular updates.

17. **AMENDMENT TO MEMBERS' ALLOWANCES SCHEME 2013/14 AND MEMBERS' ALLOWANCES SCHEME 2014/15**

The Committee considered the report of the Director of Corporate Services – Policy and Governance (Item 6 in the Minute book) setting out the recommendations of the Independent Remuneration Panel (IRP) further to their deliberations on 23 September 2013.

In presenting the report the Head of Governance and Monitoring Officer drew Members attention to paragraph 2.1.1 setting out the recommendation of the IRP regarding the Special Responsibility Allowance (SRA) payable to Minority Group Spokespersons. In particular, the Head of Governance confirmed that if the IRP's recommendation was agreed it would increase the total number of SRAs to 44 (currently there are 37). There was no reason in law why the County Council could not move to this higher level of SRAs but this would mean the County Council was moving away from a self-imposed limit, agreed previously, that the total number of SRAs in a Members' Allowances Scheme should not exceed 50% of the total number of elected Members on the Council. To assist the Committee's deliberations comparative data was circulated and presented.

The Chairman proposed an amendment to the report's recommendation as follows:

“That the Leaders of Minority Groups represented on the County Council be invited to consider how SRAs for Minority Groups' Spokespersons on Committees of the County Council should be determined, provided that the total cost to the County Council of SRAs payable to Minority Groups' Spokespersons in this regard should be no more than the total amount payable under the existing Members' Allowances Scheme to the Liberal Democrat Minority Group Spokespersons.”

The Chairman reported that the reasoning for the proposed amendment was that the 50% rule, as explained above, would not be exceeded; all Members of the Council would be share in the present situation of operating within a financially constrained climate; the total Members' Allowances bill for 2014/15 would not be more than the total bill for 2013/14; and that it would not be acceptable to impose an increase in Members' allowances on the Council at a time when staff numbers were reducing. Furthermore, the Chairman confirmed that the proposed amendment remains, as far as possible, to remain within the spirit of what the IRP were recommending and following their careful consideration to, and coming up with, a proposed formula for the calculation of Minority Group Spokespersons SRAs.

During the course of discussion views were expressed in regard to the report that presented alternative suggestions whilst taking account of the spirit of the recommendations of the IRP, remaining within the current cost envelope of Members' allowances and within the self-imposed 50% limit. The Committee felt that further work should be carried out by an informal

Member Working Group, to be convened by the Chief Executive.

In concluding the discussion the Chairman thanked the IRP for the work it had done in reviewing the current Scheme and in forming its recommendations for a Scheme for 2014/15.

RESOLVED:

That the EHCC Committee:

Agreed to an informal Member Working Group being convened to carry out further work in preparation for the County Council meeting in February 2014 to which any amendments to the Members' Allowances Scheme for 2013/14 and a Members' Allowances Scheme for 2014/15 would be presented.

**18. HAMPSHIRE COUNTY COUNCIL PAY STATEMENT – FINANCIAL YEAR 2014/15**

The Committee considered the report of the Director of Corporate Services – Policy and Governance (Item 7 in the Minute Book) outlining the requirements on the County Council in respect of pay accountability and setting out the proposed Pay Policy Statement for the financial year 2014/15 for recommendation to the County Council. In presenting his report, the Chief Executive confirmed that the Pay Policy Statement was an annual report, required under the provisions of the Localism Act 2011.

The Chief Executive drew Members' attention to the reduction of senior management costs by £8m (25%) by 2013, which it was anticipated would reduce by a further £2.8m (10%) by 2015 as result of the Transformation to 2015 programme. Since the Committee's consideration of last year's Statement, the development and implementation of the organisation's corporate services had given rise to a reorganisation of posts, some of which will be shared with Hampshire Constabulary and the Hampshire Fire and Rescue Services, as set out in paragraph 4.6 of the report. The Chief Executive also drew attention to paragraph 4.3 of the report recommending that EHCC Committee continue to exercise the responsibility of approving, in consultation with the Chief Executive, all Chief Officer salaries outside the main pay framework on appointment or otherwise. The Chief Executive confirmed that there had been no increases to Chief Officers' pay.

In conclusion of the discussion, the Chief Executive answered Members' questions regarding the County Council's Special Recognition Scheme and it was agreed that any requests received for further information would be dealt with outside of the meeting.

RESOLVED:

That the EHCC Committee:

- a) recommends to the County Council approval of the Pay Statement as detailed in the report and at Appendix C to that report, setting out the County Council's policies in respect of pay accountability for the financial year 2014/15 in accordance with the requirements of the Localism Act 2011.
- b) recommends to the County Council that it remains the appropriate Committee to agree Chief Officer remuneration, for Chief Officers above Grade K, including individual salary offers in respect of any new Chief Officer appointments, of any changes to Chief Officer salaries after appointment or of any severance packages for Chief Officers leaving the County Council, in accordance with the Pay Statement.

19. **EXCLUSION OF THE PRESS AND PUBLIC**

RESOLVED:

That the press and public be excluded from the remainder of the meeting as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present there would be disclosure to them of exempt information within Paragraphs 3 and 4 of Part I 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 information relating to 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, which should not be disclosed for the reasons set out in the report.

20. **CORPORATE TRAVEL APPROACH**

The Committee considered and approved the exempt report of the Director of Corporate Resources (Item 9 in the Minute Book) setting out proposals for a corporate approach to travel.

(SUMMARY OF AN EXEMPT MINUTE).

21. **PROGRESS UPDATE ON THE SUCCESS OF THE VOLUNTARY REDUNDANCY ARRANGEMENTS**

The Committee considered and approved the exempt report of the Director of Corporate Resources (Item 10 in the Minute Book) providing an update on the success of the voluntary redundancy arrangements.

(SUMMARY OF AN EXEMPT MINUTE).

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