

## **CHESHIRE EAST COUNCIL**

Minutes of a meeting of the **Staffing Committee**  
held on Tuesday, 20th July, 2010 at Committee Suite 1,2 & 3, Westfields,  
Middlewich Road, Sandbach CW11 1HZ

### **PRESENT**

Councillor D Topping (Chairman)  
Councillor R Domleo (Vice-Chairman)

Councillors W Fitzgerald, R Fletcher, T Beard and A Knowles

#### Unions

Olga Kokkinis - UNISON  
Craig Nicholson – UNISON  
Kevin Yoxall – UNISON  
Chris Millington – GMB  
Kevin Bradbury – GMB  
Babak Bassirian – NUT Soulbury  
Anton Woolford – AEP Soulbury

#### Officers

Erika Wenzel, Chief Executive  
Paul Bradshaw, Head of HR & Organisational Development  
Julie Davies, HR Strategy Policy Manager  
Amanda Rudham, HR Policy Manager  
Suzanne Antrobus, Senior Corporate Solicitor

### **1 APOLOGIES FOR ABSENCE**

Apologies were received from Councillors D Flude, F Keegan and B Moran; Phil Mason, UNISON; Lesley Hall, UNISON; Bob Blundell, UNISON and Colin Priest, GMB.

### **2 DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **3 PUBLIC SPEAKING TIME/OPEN SESSION**

There were no members of the public present.

### **4 MINUTES OF PREVIOUS MEETING**

#### **RESOLVED:**

That the minutes of the meeting held on 8 April 2010 be approved as a correct record.

## 5 HR UPDATE

The Head of Human Resource & Organisational Development, aided by the HR Strategy Policy Manager and HR Policy Manager presented a report which provided a general update on Human Resource issues, including Health & Safety, Organisational Development, Workforce Development and HR Policy and Reward.

Twenty six health and safety policy and guidance documents were now available on the CEntranet. A further 31 guidance notes had been developed specifically for the Children's and Families service. The Committee was asked to approve the General Health and Safety Policy. This Policy was reviewed annually and specified general responsibilities of employees at all levels of the organisation and Elected Members. The HR Strategy Policy Manager reported that the Members Champion for Health and Safety would be included in Section 2.1.1 - Council Members. The Policy had been discussed at the Corporate Health & Safety Forum on 3 June 2010 as part of the consultation process.

Good progress was being made in recruiting young people into Cheshire East Council. Over 30 apprenticeship placements had been established across all services to date for the corporate scheme with 16 apprentices currently active within the authority. An inaugural Cheshire East Council Apprenticeship and Employer event had taken place on 30 June 2010, which had been attended by over 150 school leavers, local businesses and training providers.

The Council had signed up towards the North West Employers Organisations Skills Award. Through this councils in the North West could achieve recognition for demonstrating a strategic approach to workforce development. Achieving the Award fulfilled commitment to the Skills Pledge and brought Skills for Life activity alongside the full range of skills in one review process. An Action Plan would be developed with the aim of achieving the Award within 18 months.

The Council had a large number of staff who remained on the terms and conditions of their Legacy Authorities as they had TUPE transferred into Cheshire East Council. In order to resolve equal pay issues and develop a modern set of terms and conditions for employment for Cheshire East, a Member Steering Group, a Project Board and a joint trade union working group had been established.

Consultation was taking place with the trade unions to transfer approximately 330 weekly paid employees to monthly pay in October 2010. Transitions arrangements would be put in place to help those employees affected in the form of pay advances and advice on budgeting and financial management.

**RESOLVED:**

(1) the report be noted.

(2) the General Health and Safety Policy be approved.

## **6 EXCLUSION OF THE PRESS AND PUBLIC**

### **RESOLVED:**

That the press and public be excluded from the meeting during consideration of the following items pursuant to Section 100(A)4 of the Local Government Act 1972 on the grounds that they involved the disclosure of exempt information as defined in Paragraph 4 of Part 1 of Schedule 12A of the Local Government Act 1972 and public interest would not be served in publishing the information.

## **7 CONFIDENTIAL MINUTES**

### **RESOLVED:**

That the confidential minutes of the meeting held on 8 April 2010 be approved as a correct record.

The meeting commenced at 2.00 pm and concluded at 2.55 pm

Councillor D Topping (Chairman)