

# CHESHIRE EAST COUNCIL

Minutes of a meeting of the **Staffing Committee**  
held on Tuesday, 8th April, 2014 at Committee Suite 1,2 & 3, Westfields,  
Middlewich Road, Sandbach CW11 1HZ

## **PRESENT**

Councillor R Domleo (Chairman)  
Councillor H Murray (Vice-Chairman)

Councillors L Brown (Sub for Cllr D Brown), D Flude (Sub for Cllr J Jackson),  
D Marren, B Moran (sub for Cllr M Jones), B Murphy and D Newton

## **Officers**

Julie Davies, Head of People and Organisational Development  
Sally Gold, Legal Services  
Bronwen MacArthur Williams, Corporate Health and Safety Manager (Item 54  
only)  
Rachel Graves, Democratic Services Officer

## **50 APOLOGIES FOR ABSENCE**

Apologies were received from Councillors D Brown, J Jackson and M  
Jones.

## **51 DECLARATIONS OF INTEREST**

Councillor D Flude declared that she was a retired member of UNISON.

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

There were no members of the public present.

## **53 MINUTES OF PREVIOUS MEETING**

### **RESOLVED:**

That the minutes of the meeting held on 16 January 2014 be approved as  
a correct record.

## **54 HEALTH AND SAFETY UPDATE**

The Corporate Health and Safety Manager presented a report which  
provided a general update on Health and Safety matters.

It was reported that during Quarter 4, a total of 132 delegates had  
attended 14 Corporate Health and Safety courses. The courses included

First Aid Training, Using PRIME, Manual Handling and IOSH Managing Safely.

The Corporate Health and Safety Team had won a second successive Royal Society for the Prevention of Accidents Gold Award for the Council.

Support would be provided to the Alternative Service Delivery Vehicles (ADSVs). Health and Safety Advisers had met relevant Managers to discuss health and safety priorities and requirements for each ADSV and would be preparing specific health and safety policies and identifying training needs for employees.

Accident and incident statistics for the period 1 January to 28 February 2014 were reported to the Committee. A total of 837 accidents and 202 incidents had been reported on PRIME, of which 17 were RIDDOR reportable to the Health & Safety Executive.

**RESOLVED:**

That the report be noted.

**55 HR AND ORGANISATIONAL DEVELOPMENT UPDATE**

The Head of People and Organisational Development presented a report which provided a general update on Human Resource issues.

A review of the core organisational values, associated behaviours and the employee recognition scheme had been commissioned by the Leader of the Council and the Chief Executive to ensure that the Council's core values reflected what mattered most and provided a strong and enduring foundation for future success. The core organisational values had been discussed at the recent staff roadshows.

A series of conferences had taken place for Middle Managers led by the Leader, Chief Executive and Director for Strategic Commissioning. The future direction and priorities of the Council were discussed along with how the role of middle managers could help achieve success.

The Council had embarked on an accredited 'Coaching for innovation, change and performance' development programme, which was being led by PB Coaching. The programme would be piloted between April and August 2014 and following evaluation of the pilot would be offered across the organisation.

As part of Phase 1 & 2 management review, 120 senior managers had been placed on to performance related pay. A Senior Management Pay and Reward Policy had been drafted and would be subject to formal approval by Cabinet. The Policy supported the Council's new Senior Management Pay Structure and was in line with the 2014 Pay Policy Statement.

Council, at its meeting on 10 April 2014, was being asked to establish an Appraisal Board for Corporate Leadership Board members and delegate the arrangements for establishing and running the Board to the Staffing Committee. It was agreed that a further meeting of the Staffing Committee would be held on 24 April 2014 to discuss the arrangements for the Appraisal Board.

Following the submission of a Notice of Motion to Council requesting a review of the Staffing Committee's Terms of Reference, the Constitution Working Group had been looking at widening the remit of the Committee to encompass matters such as corporate culture, employee relations, senior appointments, disciplinary matters and management structures. The revised Terms of Reference would be going to the Constitution Committee on 1 May 2014 and then to Council on 14 May 2014 for approval. It was agreed that the Terms of Reference should be brought to the meeting of Staffing Committee on 24 April 2014 so that Staffing Committee members could comment on them.

With effect from 1 April 2014 the Local Government Pension scheme would become a Career Average Re-Valued Earnings scheme rather than a Final Salary Scheme, which meant that the pension would be accrued based on earnings for each year the employee was eligible to contribute to the scheme. In addition employee contributions were changing with those earning above £43k would see increases in their contribution rates.

**RESOLVED:** That

- (1) the report be noted; and
- (2) a meeting of the Staffing Committee be held on 24 April 2014 to consider the Corporate Leadership Board Appraisal Board and Staffing Committee Terms of Reference.

The meeting commenced at 2.00 pm and concluded at 3.25 pm

Councillor R M Domleo (Chairman)