

**MINUTES OF A MEETING OF THE EMPLOYMENT AND APPEALS COMMITTEE
HELD AT COUNTY HALL, LLANDRINDOD WELLS ON
FRIDAY 6TH DECEMBER 2013**

PRESENT:

County Councillor J.G. Morris (Chair)

County Councillors P.J. Ashton, J.H. Brunt, S.M. Hayes, G.G. Hopkins, D.C. Jones, J.R. Jones, P.E. Lewis, S. McNicholas, P.J. Medicott, D.W. Meredith, R.H. Mills, K.M. Roberts-Jones, T.G. Turner, J.M. Williams and A. York

In attendance: County Councillor G.W. Ratcliffe, Portfolio Holder for HR

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| 1. | APOLOGIES | EAC46 – 2013 |
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Apologies for absence were received from County Councillors G. Morgan, G.D. Price and K.F. Tampin.

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| 2. | DECLARATIONS OF INTEREST | EAC47 – 2013 |
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There were no declarations of interest reported.

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| 3. | MINUTES | EAC48 – 2013 |
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The Chair was authorised to sign the minutes of the meeting held on 12th September 2013 as a correct record.

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| 4. | SUB COMMITTEE MINUTES | EAC49 – 2013 |
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The Chair presiding at the appeals Sub Committee held on 30th September was authorised to sign the minutes as a correct record subject to the correction of County Councillor KM. Roberts-Jones' name in the list of members present.

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| 5. | PROGRESS REPORT ON APPEALS CASES | EAC50– 2013 |
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The Head of Professional Services and Commissioning and the Human Resources Manager briefed the Committee on the number of cases that HR were currently dealing with. Given the budget reductions facing HR the current situation was unsustainable. Managers had become too reliant on HR and were not actually managing. HR needed to focus its resources on those cases presenting the greatest risk to the Council and managers needed to make more use of informal processes such as warnings before escalating matters to HR. It was proposed to introduce a gatekeeper system to identify if issues were really HR issues or something managers should be addressing within their own departments. It was acknowledged that HR policies needed to be clear for managers to follow. The service was looking to produce a flowchart for managers to follow.

The Head of Service noted the challenge of providing support to schools and advised of his intention to invest in this part of the HR service but that schools would have to pay for the service in future. He agreed that policies had to be robust enough for governors to have confidence that by following them they would avoid any potential pitfalls.

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| 6. | MEMBER PARTICIPATION ON APPEALS SUB-COMMITTEES | EAC51 – 2013 |
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Officers noted that the Committee had voted at its last meeting to continue to have member involvement in hearing appeals but they advised that there were likely to be many appeals in the coming months as staff appealed against redundancy. The Committee was asked to consider if Strategic Directors and Heads of Services could be authorised to hear appeals. The Chair suggested that a small working group should look at how appeals were run and report back to the next meeting.

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| 7. | REDUNDANCY POLICY | EAC52– 2013 |
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The Committee was advised that the Redundancy policy, although recent, being reviewed as recent challenges had exposed weaknesses. The challenge was to provide a fair incentive for voluntary redundancy whilst keeping the scheme affordable.

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| 8. | POLICY REVIEW UPDATE | EAC53 – 2013 |
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Members were reminded that there was a standing invitation for them to participate in the monthly policy review meetings. In future all HR policies would be reported to Management Team before the Portfolio Holder was asked to sign them off.

County Councillor D.W. Meredith left the meeting.
County Councillor J. H. Brunt joined the meeting.

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| 9. | UPDATE ON THE REORGANSATION OF HR | EAC54 – 2013 |
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The Head of Professional Services and Commissioning reported that he needed to find £1m savings in the area he was responsible for, which would involve staff redundancies. In future the service would not have the staff to deal with low level issues that managers should be dealing with themselves. The Head of Service would be re-engineering HR away from providing generalist support to specialist support commissioned by services. This support would have to be bought by services including schools.

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| 10. | PERFORMANCE MANAGEMENT OF DIRECTORS AND HEADS OF SERVICE | EAC55 – 2013 |
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The Head of Professional Services and Commissioning was asked to report to the next meeting with proposals for monitoring the performance of Strategic Directors and Heads of Service as had been recommended by Hay Group during the appointments process. Dominique Jones would be asked to attend the next meeting to brief members on the new competency framework.

J.G. MORRIS
Chairman