

KENT COUNTY COUNCIL

PERSONNEL COMMITTEE

MINUTES of a meeting of the Personnel Committee held in the Wantsum Room, Sessions House, County Hall, Maidstone on Tuesday, 12 November 2019.

PRESENT: Mr R W Gough (Chairman), Mr E E C Hotson (Vice-Chairman), Mr R H Bird, Mr P J Oakford, Mrs S Prendergast, Dr L Sullivan and Mr B J Sweetland

ALSO PRESENT: Mr D Farrell

IN ATTENDANCE: Mrs A Beer (Corporate Director of People and Communications), Ms D Fitch (Democratic Services Manager) and Mr P Royel (Head of HR & OD)

UNRESTRICTED ITEMS

88. Chairman (Item 1)

It was noted that in accordance with section 17.25 of the Constitution Mr Gough, the Leader of the Council, is Chairman of the Committee.

89. Membership (Item 2)

The following changes to the membership of this Committee were noted:-

- (a) Mr Gough had replaced Mr Carter
- (b) Mrs Prendergast had replaced Mrs Stockell
- (c) Mrs Bell was no longer a member of the Committee.

90. Declarations of Interests by Members in items on the Agenda for this meeting. (Item 4)

Dr Sullivan declared her Disclosable Pecuniary Interest, as her husband is employed by the County Council in the Early Help and Prevention Team. She stated that she would be withdrawing from the meeting for the item on Pay Bargaining 2020-21.

91. Minutes - 4 June 2019 (Item 5)

(1) In relation to minute no 84 and the briefing to be provided to Members which included an analysis of whether senior managers were being disproportionately rewarded through the Total Contribution Pay (TCP) scheme, Mr Royel gave a verbal update. Mr Royel explained that initial analysis of the TCP data indicated that 20% of those on grade KR10 and above were rated "excellent" or "outstanding". These

managers have made higher awards of 'excellent' and 'outstanding' to 50% of the staff directly reporting to them. He emphasised that there was some variation between Directorates but that the analysis indicated that those senior managers that are highly rated under the TCP process are recognising and passing on higher awards to others.

(2) Mr Royel undertook to circulate a note to confirm this position and analysis to the Committee members.

(3) RESOLVED that the minutes of the meeting held on 4 June 2019 are correctly recorded and that they be signed by the Chairman as a correct record.

92. Annual Workforce Profile Report update

(Item 6)

(1) Mr Royel introduced a report which provided a 6 month update on the Annual Workforce Profile reported to the Committee in June 2019. The report provided information on the changes in staffing levels, demographics and diversity of Kent County Council's workforce in the six-month period ending 30 September 2019. As requested at the June meeting the information relating to school staff had been separated from non-school staff. He clarified that the school staff in the report worked for schools that brought their HR services from Cantium Business Solutions.

(2) Mr Royel and Mrs Beer replied to questions of detail and noted comments which included the following:

- The overall reduction in the number of agency staff was welcomed.
- Regarding the higher level of sickness absence in Adult Social Care, it was explained that this was due to a combination of factors, and that stress/mental health absence was fourth on the list of reasons for absence.
- In relation to the figures on page 25 of the report relating to equality in recruitment it would be helpful in future to have the overall demographic for Kent.
- Disappointment was expressed at the large number of "other" stated as the reason for leaving the authority and that any additional information on these might be helpful.

(3) RESOLVED that the report be noted

93. People Strategy 2017 to 2022

(Item 7)

(1) Mr Royel introduced the second annual update on the 5 year People Strategy which had been agreed by the Committee on 3 July 2017.

(2) Mr Royel and Mrs Beer replied to questions of detail and noted comments which included the following:

- Mr Royel explained why market premiums were more appropriate to address market forces as opposed to re-grading of posts.

- In relation to the challenge over the publication of market premiums, Mrs Beer explained that individual salaries of senior managers were published and that the overall remuneration which includes both salaries and any market premiums paid to all other senior staff were published on kent.gov. She considered that there was a good level of transparency to provide assurance to Members and the residents of Kent.

(3) RESOLVED that the progress made with delivering the People Strategy be noted.

94. Employee Relations Casework Activity

(Item 8)

(1) Mr Royel introduced an update report on employee relations case work activity for the period 1 April 2019 to 30 September 2019 and answered questions of clarification from members.

(2) RESOLVED that the report of employee relations activity including senior officer appeals hearings be noted.

95. Introduction of a Shared Cost Salary Sacrifice Additional Voluntary Contribution Scheme

(Item 9)

(1) Mr Royel introduced a report which provided an overview of a shared cost AVC scheme. The report set out how the proposal could provide savings to both employees and the County Council. In order to offer such a scheme a change would be required to the current LGPS discretions.

(2) RESOLVED that:

(a) the value of introducing a shared cost salary sacrifice scheme as a worthwhile extension of the employee benefits provision be noted.

(b) the employer discretion in the pension regulations be amended as set out below to enable the introduction of the scheme –

‘The Council will pay ‘Shared Cost’ Additional Voluntary Contributions (SCAVC) contributions where an employee has elected to pay AVCs by salary sacrifice. The amount of these employer SCAVC contributions will not exceed the amount of salary sacrificed by the employee. This is a Council discretion which is subject to the employee meeting the conditions for the acceptance into the salary sacrifice shared cost AVC scheme and may be withdrawn or changed at any time’.

96. Dates of meetings 2020-21

(Item 10)

The Committee noted the dates of its meetings in 2020-21 as follows (all meetings start at 2.00pm)

30 January 2020
12 March 2020
4 June 2020
10 November 2020
26 January 2021
3 March 2021

97. Exclusion of the Press and Public

(Item 11)

RESOLVED that under Section 100A of the Local Government Act 1972 the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 1, 2 and 4 of part 1 of Schedule 12A of the Act.

EXEMPT ITEMS

(Open minutes)

98. Adult Social Care & Health - Senior Structure

(Item 12)

(Ms Southern – Corporate Director of Adult Social Care, was in attendance for this item)

(1) Mrs Beer and Ms Southern set out proposals to realign the responsibilities of the two current Director roles in the Adult Social Care and Health Directorate, creating two new Director of Adult Social Care and Health roles. Endorsement of the proposal was sought the Personnel Committee prior to a recommendation to the full County Council in December 2019.

(2) RESOLVED that County Council be requested to agree a revised structure as set out in (a) and (b) below

(a) the posts of Director of Partnerships and Director of Operations in the Adult Social Care and Health Directorate be deleted and two new Director ASCH roles be introduced, as described in Appendix 1 to the report

(b) the two Director roles be organised on a geographical basis with one covering East Kent and the other North and West Kent.

(c) the recruitment process for the new roles begin immediately but that no appointment be made prior to the full County Council agreeing the revised structure at its December meeting.

99. Pay Bargaining 2020-21

(Item 13)

(Mr Farrell was invited to participate in the discussion on this item but took no part in the decision making)

(1) Mr Royel introduced a report which summarised the position on the 2019/20 Local Pay Bargaining process. Also confirmed were the principles agreed last year to ensure that the pay structure was sufficiently robust. Mr Farrell was invited to participate in the discussion on this item.

(2) RESOLVED that the principles agreed by the Committee last year and the basis of this year's pay bargaining be noted.

(In accordance with her declaration of disclosable pecuniary interest Dr Sullivan withdrew from the meeting for this item)

DRAFT