

KENT COUNTY COUNCIL

PERSONNEL COMMITTEE

MINUTES of a meeting of the Personnel Committee held in the Darent Room - Sessions House on Tuesday, 23 January 2018.

PRESENT: Mr P B Carter, CBE (Chairman), Mr E E C Hotson (Vice-Chairman), Mrs C Bell, Mr R H Bird, Mr G K Gibbens (Substitute for Mr J D Simmonds, MBE), Mr P J Oakford, Mrs P A V Stockell, Dr L Sullivan and Mr B J Sweetland.

IN ATTENDANCE: Mrs A Beer (Corporate Director Engagement, Organisation Design & Development), Ms D Fitch (Democratic Services Manager (Council)) and Mr P Royel (Head of HR).

UNRESTRICTED ITEMS

22. Minutes

(Item 3)

RESOLVED that the minutes of the meeting held on 10 October 2017 are correctly recorded and that they be signed by the Chairman as a correct record.

23. Declarations of Interests by Members in items on the Agenda for this meeting.

(Item 2)

Dr Sullivan declared a Disclosable Pecuniary Interest in the Local Pay Bargaining item, as her husband is employed by the County Council in the Early Help and Prevention Team and indicated her intention to withdraw from the meeting for this item.

24. Apprenticeship Levy - Update

(Item 4)

(Julie Cudmore - Head of OD, Jo Empson Commissioning Manager - Community Support, Sophia Dunstan - Participation & Engagement Support Assistant - Virtual Schools for Kent (VSK), Jo Carpenter – Project Officer VSK, Dr Claire Thurgate - Canterbury Christ Church University, Interim Head of School of Public Health, Midwifery and Social Work, Clare Maynard - Head of Commissioning Portfolio, Fiona Jones - Business Manager, Blean Primary School, Shelley Salti-Apprenticeship Scheme Manager, Saga were present for this item.)

(1) A paper had been circulated to the Committee on the current position regarding the take up of the apprenticeship levy in KCC and schools. This provided a context for the discussion with the speakers listed above who were engaged in the apprenticeship agenda in Kent .

(2) Each of the speakers were invited to give a [presentation](#) to the Committee and answer questions from Members.

(3) RESOLVED that the contents of the report and the presentations be noted and the proposed activity to maximise the Apprenticeship levy be endorsed.

25. Annual Workforce Profile Report update

(Item 5)

(1) Mr Royel introduced a report which provided an update to the Annual Workforce Profile report, presented to Personnel Committee in June 2017. 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 2017.

(2) RESOLVED that the report be noted.

26. Mandatory Gender Pay Gap Reporting and Statement

(Item 6)

(1) Mr Royel introduced a report which set out the organisation's new statutory responsibilities to publish the first annual gender pay gap statement in March 2018. Circulated with the report was a draft proposed statement for the Committees comment and approval.

(2) Mr Royel emphasised that the gender pay gap information was different to equal pay information.

(3) RESOLVED that the Gender Pay Gap reporting statement circulated with the report be approved.

27. Date of Next Meeting

(Item 7)

It was noted that the next programmed meeting of the Committee would be held on 12 June 2018 at 2.30pm

28. Motion to Exclude the Press and Public

(Item 8)

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 and 4 of part 1 of Schedule 12A of the Act.

29. Local Pay Bargaining 2018/19

(Item 9)

(Mr Shipton Head of Finance (Policy, Planning & Strategy) was present for this item)

(1) Mr Royel introduced a report which provided a summary of the position from this year's Local Bargaining process. Mr Royel, Mrs Beer and Mr Shipton answered questions from Members and clarified points of detail in relation to the negotiations.

(2) RESOLVED That consideration of this item be deferred.

30. Senior Management Interim Appointments

(Item 10)

(1) Mrs Beer introduced a report which recommended the interim appointments to the roles of Director Early Help and Preventative Services and Director Specialist Children's Services be extended for a period of up to six months. The Committee were also requested to consider amending the job title of the Director Specialist Children's Services to Director Children's Social Work.

(2) RESOLVED that

- (a) the appointments to the roles of interim Director of Early Help and Preventative Services and interim Director Specialist Children's Services for a period ending no later than 30 September 2018 be approved.
- (b) no action be taken at this time to change the title of the post of Director Specialist Children's Services to Director Children's Social Work.

31. Senior Management Appointment

(Item 11)

(Ms Zena Wroe, Solicitor - Invicta Law was present for this item)

(1) Mrs Beer introduced a report regarding the Director Highways Transportation and Waste.

(2) The Committee discussed the options in the papers and Mrs Beer and Ms Wroe responded to questions of clarification from Members.

(3) RESOLVED that the option set out in paragraph 3.1.4 of the report be agreed.