

EAST HAMPSHIRE DISTRICT COUNCIL AND HAVANT BOROUGH COUNCIL

At a meeting of the Joint Human Resources Committee held on 10 June 2014

Present

Councillors

East Hampshire District Council: Councillors Carter, Johnson and Thomas  
Havant Borough Council: Councillors Mrs Blackett, Buckley (Vice-Chairman), Hart, Hilton and Shimbart

**1 APPOINTMENT OF CHAIRMAN**

RESOLVED that Councillor Buckley be appointed Chairman of the Joint Human Resources Committee for 2014/15.

**Councillor P Buckley in the Chair**

**2 APPOINTMENT OF VICE-CHAIRMAN**

RESOLVED that Councillor K Carter be appointed Vice-Chairman of the Joint Human Resources Committee for 2014/15.

**3 APOLOGIES FOR ABSENCE**

Apologies for Absence were received from Councillors R Bolton, J Onslow, R Saunders and C Wherrell.

**4 MINUTES**

The minutes of the meeting of the Joint Human Resources Committee held on 23 October 2013 were approved as a correct record.

**5 MATTERS ARISING**

There were no matters arising from the minutes of the meeting of the last meeting.

**6 DECLARATIONS OF INTERESTS**

There were no declarations of interest from any of the members present.

**7 CHAIRMAN'S REPORT**

As this was the first meeting of the Committee in the current municipal year, Councillor Carter, as former Chairman, presented a summary of the work undertaken by the Committee in 2013/14 and the positive contribution it had made to develop new HR initiatives for both Councils.

**8 HUMAN RESOURCES PANEL**

The minutes of the meeting of the Human Resources Panel (HBC) held on 24 April 2014 were noted.

**9 APPOINTMENT OF HUMAN RESOURCES PANELS**

RESOLVED that the following appointments to the Human Resources Panel be made:

East Hampshire District Council

To be agreed and notified by the Vice-Chairman

Havant Borough Council

Councillors P Buckley, Mrs G Blackett, C Hilton  
T Hart (Deputy), G Shimbart (Deputy)

**10 LOCAL GOVERNMENT PENSION SCHEME 2014 DISCRETIONARY POWERS**

The Committee considered a report setting out details of the new Local Government Pension Scheme that came into effect on 1 April 2014, requiring all scheme employers to review their existing discretionary pension policy statement and publish new statements by 1 July 2014. The report provided details of the proposed changes to the Pension Scheme Discretionary Policies and the Flexible Retirement Procedures.

Members of the Committee expressed their appreciation to the officers for the comprehensive report.

RESOLVED that

- (1) the report be noted;
- (2) the discretionary policies be approved and adopted for use across both EHDC and HBC; and
- (3) the new Flexible Retirement Procedure for HBC and updated Flexible Retirement Procedure for EHDC be approved and adopted for use across both EHDC and HBC.

**11 CORPORATE TRAINING PROGRAMME**

The Committee considered a report setting out an overview of the corporate training needs analysis undertaken during quarter 4 of 2013/14 and the subsequent Corporate Training Plan that had been developed for 2014/15. The Corporate Training Plan, that was circulated with the agenda, would ensure that the skills sets of employees were developed and the training budget spent in the areas of greatest need.

RESOLVED

*Joint Human Resources Committee (10.6.14)*

- (1) that the report and the Corporate Training Plan be noted, for use across both Councils; and
- (2) opportunities for combining Councillor and officer training be explored where appropriate and where mutual benefit can be demonstrated.

## **12 PEOPLE PLAN 2014-15**

The Committee considered a report giving an overview of the proposed People Plan for 2014/15. The Plan was intended to be an evolving document which could flex and change in line with organisational priorities.

RESOLVED that the report and the People Plan for 2014/15 be noted.

## **13 EMPLOYEE RECOGNITION SCHEMES**

The Committee considered a report setting out a proposal for (a) the introduction of an employee recognition scheme to recognise those staff who go above and beyond their roles and (b) an annual staff award scheme.

Having reviewed the proposals, members of the Committee suggested that consideration be given to the following:

- Awards for members of staff who have actively saved money for the Council;
- Monitoring nominations to ensure consistent implementation of the scheme by managers;
- Allow for managers to nominate members of staff outside their own team/cluster;
- Awards should be evidence-based.

RESOLVED that

- (1) identification of priorities for non-cashable awards for use within the scheme be delegated to the officers;
- (2) implementation of both schemes at each Council be approved in principle, taking on board the comments of the Committee; and
- (3) the Committee receives an update at its next meeting on (2) above, with annual updates thereafter on progress with regard to implementation of the scheme.

At his request, Councillor M Johnson was recorded as having voted against the proposal.

**The meeting commenced at 4.00 pm and concluded at 5.14 pm**

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**Chairman**