

HAVANT BOROUGH COUNCIL AND EAST HAMPSHIRE DISTRICT COUNCIL

At a meeting of the Joint Human Resources Committee held on 5 February 2013.

Present:

Councillor Marjorie Smallcorn (in the Chair)

Councillors Ken Carter, Maurice Johnson MBE, Angela Glass, Bill Moulard, Judy Onslow and Chris Wherrell (EHDC)

Councillors: Gwen Blackett, Cyril Hilton and John Hunt(HBC)

13 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Terry Hart and Jenny Wride.

14 MINUTES

RESOLVED that the minutes of the meeting of the Joint Human Resources Committee meeting held on 9 October 2012 be approved as a correct record.

15 MATTERS ARISING

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

16 DECLARATIONS OF INTEREST

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

17 CHAIRMAN'S REPORT

The Chairman reported that she had met with the Executive Director and had been given an assurance that the Committee would be given an opportunity to comment upon proposed appointments to posts of Executive Director and Executive Head, in accordance with the Committee's terms of reference.

18 HUMAN RESOURCES PANEL (HBC)

RESOLVED that the minutes of the meeting of the Human Resources Panel (HBC) held on 14 January 2013 be approved as a correct record.

19 HEALTH AND WELLBEING STRATEGY

The Committee received a report setting out an overview of the draft Health and Wellbeing Strategy that had been produced to support staff health and wellbeing across East Hampshire District Council (EHDC) and Havant Borough Council (HBC) . The Strategy would provide a framework for managing current and future wellbeing initiatives.

RESOLVED that

- (1) the report be noted: and
- (2) the draft Health and Wellbeing Strategy be approved and adopted for use across both EHDC and HBC, subject to concluding consultation with UNISON and the inclusion of additional responsibilities for line managers and employees to ensure that staff are encouraged to take proper lunch breaks and to avoid non-prescription drugs.

20 SECONDMENT POLICY

The Committee received a report providing an overview of the proposed Secondment Policy that had been drafted for use across both EHDC and HBC. The Policy would ensure that there was an agreed approach to managing secondments. It would also ensure consistency in the application and treatment of staff who are seconded to internal or external secondment appointments

RESOLVED that

- (1) the report be noted; and
- (2) the draft Secondment Policy be approved and adopted for use across both EHDC and HBC subject to concluding consultation with UNISON and an amendment to Secondment Principle 2(e) so as to read “that there are no employees who are at risk who should be given prior consideration where appropriate.”

21 PAY POLICY STATEMENT

The Committee received a report providing an overview of Section 38(1) of the Localism Act requiring local authorities to produce a Pay Policy Statement for 2013/14 and for each financial year thereafter.

A separate Pay Policy Statement had been prepared for each Council and was circulated for review by the Committee.

- (A) RECOMMENDED to EHDC Full Council that the draft Pay Policy Statement set out in Appendix A to the report be approved and adopted prior to 31 March 2013 to enable publication in line with the requirements of the Localism Act; and
- (B) RECOMMENDED to HBC Full Council that the draft Pay Policy Statement set out in Appendix B to the report be approved and adopted prior to 31 March 2013 to enable publication in line with the requirements of the Localism Act.

The meeting commenced at 5.00pm and concluded at 5.44 pm