

BRISTOL CITY COUNCIL

**MINUTES OF THE MEETING OF THE
HUMAN RESOURCES COMMITTEE
HELD ON 21ST JANUARY 2010 AT 2.00 P.M.**

- P Councillor Comer (in the Chair)
- P Councillor Bees
- A Councillor Eddy (Sub : Councillor Windows)
- P Councillor Negus
- P Councillor Popham

HR

60.1/10 APOLOGIES FOR ABSENCE, SUBSTITUTIONS AND INTRODUCTIONS

Apologies were received from Councillor Eddy. Councillor Windows substituted.

HR

61.1/10 DECLARATIONS OF INTEREST

There were none.

HR

62.1/10 MINUTES – HUMAN RESOURCES COMMITTEE – 17TH DECEMBER 2009

50.12/09 - Grievances & Appeals

1. It was confirmed that the new HR management system introduced in December 2009 would record when cases were lodged which will aid the monitor of the system.
2. The Coordinators Post had been successful with regards to the turnaround of appeals, but not as successful with the resolution of cases at a lower level. The post had now been deleted through the HR review at the end of 2009.
3. Further discussion would take place at TU/Officer level to discuss the data produced after December 2009.

RESOLVED - that the minutes of the meeting of the Human Resources Committee held on 17th December 2009 be confirmed as a correct record and signed by the Chair.

**HR
63.1/10 PUBLIC FORUM**

The following items of public forum were received:

AGENDA ITEM	AUTHOR OF STATEMENT	SUBJECT(S) OF STATEMENT	No.
5	UNISON	Apprentices Travel Expenses	1
6		External Contracts - TUPE Monitoring	
7		School Support Staff Negotiating Body	
5	UNITE	Apprentices Travel Expenses	2
6		External Contracts - TUPE Monitoring	
7		School Support Staff Negotiating Body	
n/a	GMB	Grievances and Appeals	3
5		Apprentices Travel Expenses	
6		External Contracts - TUPE Monitoring	

It was noted that the public forum statements that referred to agenda items would be received immediately prior to the item to which they referred.

**HR
64.1/10 APPRENTICES TRAVEL EXPENSES**

The Committee considered a report of the Service Director: Strategic HR and Workforce Strategy (agenda item no. 5) requesting consideration that the Council pays for the travel

costs of apprentices who earn below the minimum wage.

The following main points were discussed/raised:

1. The Committee were pleased that 57 apprentices had been recruited since September 2009.
2. Travel expenses for low paid workers who had a compulsory change in their place of work featured within the pay policy and was a separate issue.
3. First Bus had agreed a fare concession to all Bristol City Council apprentices on the production of a valid ID badge.
4. The department of the apprentice would pay travel expenses up until they were 19 years old. The minimum wage for those 19 years of age remained below the minimum wage for adults, but was still higher than those under.
5. It was suggested and agreed that the scheme was backdated to the 1st January 2010. Expenses would be paid for January, pro rata, based on February claims.

- RESOLVED -**
- (1) that the Council pays for the travel costs for apprentices who earn below the minimum wage; and**
 - (2) that the scheme be effective from 1st January 2010.**

HR

65.1/10

EXTERNAL CONTRACTS - TUPE MONITORING

The Committee considered a report of Service Director: Strategic HR and Workforce Strategy (agenda item no. 6) noting the current arrangements for monitoring of TUPE Contracts

The following main points were discussed/raised:

1. It had been clarified that concerns could be raised earlier on a different level. The arrangements did not prevent trade unions from using the HR public forum mechanism.

2. Issues should be raised with contractors and if not resolved, then the Council. Contract Monitoring Officers could be reminded that issues should be raised with Business Partners.
3. When contracts were let, there would be certification that terms and conditions were broadly comparable to the BCC pension arrangements. There would be protection from the Pension Protection Fund from a specified point in time.
4. When contracts were put in place they were regularly tested for compliance. Where there was non-compliance then it would be reported through the relevant channels.

RESOLVED - that the current arrangements for monitoring of TUPE Contracts, which require the appointment of a client side Contract Monitoring Officer for each service externalisation, be noted; and

(2) that a letter be sent to the Contract Monitoring Officer to remind of the current arrangements.

HR

66.1/10

SCHOOL SUPPORT STAFF NEGOTIATING BODY

The Committee considered a report of the Service Director: Strategic HR and Workforce Strategy (agenda item no. 7) noting the current guidance from the National Government Employers regarding the establishment of a new Schools Support Staff Negotiating Body (SSSNB).

The following main points were discussed/raised:

1. Regular updates would be presented to the Children and Young People's Services Directorate Joint Commissioning Committee.
2. Financial implications would be met from the Dedicated Schools Grant.

3. Once the framework had been ratified by the Secretary of State, it would be presented to the HR Committee.

RESOLVED - that the current guidance from the National Government Employers regarding the establishment of a new Schools Support Staff Negotiating Body (SSSNB) be noted.

HR

67.1/10

DATE OF NEXT MEETING

RESOLVED - that the next meeting of the Human Resources Committee be held on Thursday 25th February 2010.

(The meeting ended at 2.50 pm)

CHAIR