

BRISTOL CITY COUNCIL

**MINUTES OF THE MEETING OF THE
HUMAN RESOURCES COMMITTEE
HELD ON 2ND SEPTEMBER 2010 AT 2.00 P.M.**

P Councillor Beynon
P Councillor Comer
P Councillor Gollop
P Councillor Hance
P Councillor Wright

**HR
23.9/10 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

None were received.

**HR
24.9/10 DECLARATIONS OF INTEREST**

No declarations were added to those made at the annual meeting of the Committee.

**HR
25.9/10 MINUTES - HUMAN RESOURCES COMMITTEE - 8TH
JULY 2010**

**RESOLVED - that the minutes of the meeting of
the Human Resources Committee
held on 8th July 2010 be confirmed
as a correct record and signed by
the Chair.**

**HR
26.9/10 PUBLIC FORUM**

The following items of public forum were received:

AGENDA ITEM	AUTHOR OF STATEMENT	SUBJECT(S) OF STATEMENT	No
5	UNISON	Web Access for Staff/Amendments to the Code of Conduct	1
8		Local Government Pay	
5	UNITE	Web Access for Staff/Amendments to the Code of Conduct	2
6		Default Retirement Age	
8		Local Government Pay	
n/a	GMB	Apprentices	
5		Web Access for Staff/Amendments to the Code of Conduct	
7		SSSNB	
8		Local Government Pay	

The public forum items would be heard prior to the item to which they referred.

The Chair announced that for the remainder of the municipal year, items that were submitted about subjects not on the agenda item would have a written response within 10 working days. Members would be provided with copies of responses.

HR

27.9/10

WEB ACCESS FOR STAFF/AMENDMENTS TO THE CODE OF CONDUCT

The Committee considered a report of the Strategic Director Resources (agenda item no. 5) which related to the decision made by the Strategic Leadership Team to review of web access and approve additions to the Code of Conduct for employees.

The Committee noted the items of public forum submitted.

In response to the report the following points were made:

- The issue of data protection had been discussed at length by the working party and it had been agreed that Trade

Union communications were privileged information as outlined in 11.3.4.

- The Internal Audit team recognised the need to move forward but were concerned with the potential for misuse. Audit coverage would continue to make sure the monitor controls are as reasonable as possible.
- Members were in favour of the enhancement of access to the Internet and the debate would then be whether there was a duty of care to protect employees from themselves.
- A detailed communication to staff would be sent to inform of the changes.
- Information about people should not be used or put on social network sites without their consent.
- It was the job of a line manager to manage staff and monitor their conduct. Managers with concerns about staff usage of the Internet are instructed to discuss those concerns with HR Practitioners to determine the proportionate response before approaching ICT for rates of usage by staff.
- Through the current system, if staff tried to access inappropriate sites, their manager would be informed.

The following comments were made about elements of the policy;

Point iv - to forward '.exe' files did not necessarily contain the same risk as in the past. They used to be the main source of viruses but that was no longer the case. Therefore the point could be deleted.

Point xi - 'mass mailing for specific personal views' could be interpreted as Councillor newsletters or officer consultations. In the last policy it referred to 'spamming'. The sentence could end with "not relevant to the Council's activity" .

Page 4, paragraph 2 - typo error, should read "whether or not"

11.3.4 - It could be explained that the paragraph also referred to communication with Trade Unions.

11.3.2 - It was unnecessary that employee's must refrain from identifying themselves as working for the Council. Employees should promote their positions rather than hide, for example, employees should be able to identify themselves on Neighbourhood Partnership website forums. It was

clarified however that employee's should not promote their position as employee for personal gain or bring the council into disrepute within communications.

The final version of the policy would be forwarded to Members and the Trade Unions. It was agreed that the policy should be updated as technology and its use developed.

- RESOLVED -**
- (1) that the decision made by the Strategic Leadership Team with respect to Internet access by staff and monitoring arrangements, including the review of web access, to be carried out by Strategic Directors be noted;**
 - (2) that the proposed additions to the Code of Conduct for employees, effective from 1st October 2010 be approved, subject to the suggestions made;**
 - (3) that it be noted that the Schools Code of Conduct be the subject of further consultation, and a report to this Committee; and**
 - (4) that it be noted that the Strategic Directors will review existing access around “special cases” and “business categories”.**

INFORMATION ITEMS

HR

28.9/10

DEFAULT RETIREMENT AGE: IMPLICATIONS FOR BRISTOL CITY COUNCIL

The Committee considered an information report of the Strategic Director: Resources (agenda item no. 6) which noted the Court of appeal judgement and the proposed abolition of the default retirement age.

The Committee noted the items of public forum submitted.

It was reported that following 31st March 2011 it would be illegal to dismiss someone purely on the basis of their age of 65 years. A report would be presented to the Committee in early 2011 once regulations were released.

- RESOLVED -**
- (1) that the Court of Appeal judgement (Seldon v Clarkson, Wright & Jacques) in June 2010, and the proposed abolition of the default retirement age, to be effective from 1st October 2011 be noted, and**
 - (2) agree that a further report be brought to this Committee in the New Year, regarding the impact of the above upon the Council's existing policies & procedures.**

HR

29.9/10

SCHOOL SUPPORT STAFF NEGOTIATION BODY (SSSNB)

The Committee considered a memo from David Algie, Principal Negotiating Officer (agenda item no. 7) which related to an update on the policy direction of Government on support staff pay and conditions and the SSSNB.

The Committee noted the items of public forum submitted.

RESOLVED: that the updating School Support Staff Negotiating Body memo be noted

HR

30.9/10

LOCAL GOVERNMENT PAY

The Committee received a copy of a letter from the LGE to Council Lead Members (agenda item no. 8) which related to the Local Government Pay and the Chancellor's budget statement.

It was clarified that the Government had released guidance

as to levels of pay and in particular the fairness agenda to protect the lower paid. The Government would apply their guidance to bodies controlled centrally. Local Government pay remained a matter for free collective bargaining between the national employers and trade unions through the National Joint Council.

No increase had been offered for 2010/2011 and a dispute had been lodged by the trade unions.

Local Government pay for 2011/12 would be the subject of negotiations in the National Joint Council between the employers and trade unions with a view to reaching agreement before the settlement date of 1st April 2011.

RESOLVED - that the information provided by the Local Government Employers (LGE) be noted.

HR

31.9/10

DATE OF NEXT MEETING

RESOLVED - that the next meeting of the Human Resources Committee be held on Friday 24th September 2010 at 2.00 pm.

(The meeting ended at 3.00pm)

CHAIR