

BRISTOL CITY COUNCIL

**MINUTES OF A MEETING OF THE
HUMAN RESOURCES COMMITTEE
HELD ON 1ST SEPTEMBER 2011 AT 2.00 P.M.**

P Councillor Wollacott (in the Chair)
P Councillor Beynon
P Councillor Comer
P Councillor Eddy
A Councillor Emmett
P Councillor Hance

**HR
28.9/11 APOLOGIES AND SUBSTITUTIONS**

Apologies were heard from Councillor Emmett

**HR
29.9/11 DECLARATIONS OF INTEREST**

(Note: the general declarations for the 2011/12 municipal year were noted in the minutes of the annual meeting – minutes no. HR 7.6/11 refers.)

Councillor Beynon made his annual declaration as a member of the UNITE union. His partner also works for Bristol City Council. In relation to agenda item number 5 (Mileage Report) Councillor Beynon confirmed that his wife had not to date claimed mileage expenses.

**HR
30.9/11 MINUTES - HUMAN RESOURCES COMMITTEE - 7TH JULY 2011**

RESOLVED - that the minutes of the meeting of the Human Resources Committee held on 7th July 2011 be confirmed as a correct record and signed by the Chair.

**HR
31.9/11 PUBLIC FORUM**

Public Forum business was circulated to the committee in advance of the meeting and a copy placed in the Minute Book.

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

HR

32.9/11

MILEAGE ALLOWANCE

The Committee considered a report of the Chief Executive (agenda item no. 5) asking the Committee to review the mileage rate for car usage.

The Committee received the public forum statements presented for this item.

Officers confirmed that there was no provision within the 2011/12 budget for the 12.5% increase the mileage rate agreed by the HR Committee on 2 June 2011 and as such, the cost would need to be met through directorate budgets which would impact on services/jobs. Members were asked to consider alternative proposals for the mileage rate.

Members were assured that future reports would include proposals to the Committee that were feasible for implementation within the Medium Term Financial Plan.

During the discussion, the following points were made;

- A mileage rate linked to the HMRC rate would then change with due notice for the medium term financial plan. The HMRC rate was fully researched and considered reasonable by Government and other local authorities.
- It was suggested that use of the HMRC fixed profit car scheme could also be investigated.
- The Committee heard that research showed that the majority of claimants were in pay grades BG 8,9 and 10 and within the directorate CYPS and H&SC
- It was confirmed that a proposed split pay rate system would not be feasible due to the cost and manpower implications.
- Officers confirmed that the authority encouraged a reduction in officer travel.

It was proposed that the Committee agree option B within the report; to apply the revised HMR&C mileage rate of 45p per mile with effect from 1st October 2011.

The proposal was carried by three votes to two.

RESOLVED - that the revised HMR&C mileage rate be implemented with effect from 1st October 2011.

The meeting was adjourned from 2.35 to 2.40pm during the agenda item.

HR

33.9/11

DISABLED VEHICLES ALLOWANCE

The Committee considered a report of the Strategic Director - Corporate Services (agenda item no. 6) which responded to requests for further information on the option of introducing a mileage allowance for electrically driven wheelchairs/ mobility vehicles. It was reported that more analysis was required.

The Committee received the public forum statements presented for this item.

RESOLVED - that the report be noted.

HR

34.9/11

FUTURE EMPLOYEE HEALTH AND WELLBEING STRATEGY

The Committee considered a report of the Strategic Director - Corporate Services (agenda item no. 7) setting out details of the work that is being undertaken to improve Employee Health and Wellbeing, thereby reducing sickness absence and improving productivity.

It was reported that evidence was being drawn from a national trend of emphasis on prevention. A questionnaire would be released to the workforce with results returning to a future HR Committee meeting for consideration.

The Committee received the public forum statements presented for this item.

RESOLVED - that the report be noted.

HR

35.9/11

AGENCY AND CASUAL WORKER CODE OF PRACTICE

The Committee considered a joint report of the Chief Executive and Strategic Director - Corporate Services (agenda item no. 8) asking the committee to note the Agency and Casual Worker 'Code of Practice' for information and application with effect from 1st October 2011.

The Committee received the public forum statements presented for this item.

It was suggested that a wide use of 'Frequently Asked Questions' and specific examples would help communicate the messages to Headteachers and School Governors.

RESOLVED - that the Agency and Casual Worker 'Code of Practice' be noted for information and application with effect from 1st October 2011.

HR

36.9/11

WORKFORCE STATISTICS

The Committee considered a report of the Strategic Director - Corporate Services (agenda item no. 9) which summarised the changes in the Council's workforce over the period July 2010 to June 2011.

The Committee received the public forum statements presented for this item.

RESOLVED - that the report be noted.

HR

37.9/11

EXCLUSION OF PRESS AND PUBLIC

RESOLVED - that under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the consideration of the following item, on the grounds that it involves the likely disclosure of exempt information as defined in Part I of Schedule 12A to the Act (as amended.

HR

38.9/11

EXTENSION OF FIXED TERM CONTRACT

The Committee considered an exempt report of the Strategic Director - Corporate Services (agenda item no. 11) which proposed an extension of one year to the fixed term contract of a Service Director.

The Committee discussed the post and proposed length of the fixed term contract. Members enquired about the long term plan for the role if further projects were identified for the role. It was confirmed that discussions would take place regarding the delivery of major projects in the long term.

Following a vote (with one abstention) it was agreed that;

RESOLVED - that the post/fixed term contract of the Service Director - Major Projects be extended for one year from 1st January until 31st December 2012.

(The meeting ended at 3.00pm)

CHAIR