

**BRISTOL CITY COUNCIL**

**MINUTES OF A MEETING OF THE  
HUMAN RESOURCES COMMITTEE  
HELD ON 9 MARCH 2012 AT 10.30 a.m.**

- P Councillor Wollacott (in the Chair)
- P Councillor Alexander (substituting for Councillor Eddy)
- P Councillor Bailey (substituting for Councillor Comer)
- P Councillor Beynon
- A Councillor Comer
- A Councillor Eddy
- P Councillor Emmett
- P Councillor Hance

**HR**

**61.3/12 APOLOGIES AND SUBSTITUTIONS**  
(agenda item 1)

The Committee noted apologies from:  
Councillor Comer (Councillor Bailey substituting); and  
Councillor Eddy (Councillor Alexander substituting).

**HR**

**62.3/12 DECLARATIONS OF INTEREST**  
(agenda item 2)

With reference to agenda item 5 (Pay Policy Statement 2012-13),  
Cllr Beynon (with reference to his general declaration of interests)  
advised the committee that his wife was a Council employee.

**HR**

**63.3/12 MINUTES – HUMAN RESOURCES COMMITTEE – 23  
FEBRUARY 2012**  
(agenda item 3)

**RESOLVED - that the minutes of the meeting of the  
Human Resources Committee held on  
23 February 2012 be confirmed as a  
correct record and signed by the Chair,  
subject to the following amendment:  
Page 3, minute no. HR 59.2.12 (Re-  
evaluation of service director) – amend**

**to reflect the fact that the report considered at the meeting had been submitted by the Strategic Director – Corporate Services.**

**HR**

**64.3/12**

**PUBLIC FORUM**

(agenda item 4)

Public forum business had been circulated to the committee in advance of the meeting and a copy placed in the minute book. The items were presented / heard prior to the item to which they referred.

**HR**

**65.3/12**

**PAY POLICY STATEMENT 2012/13**

(agenda item 5)

The committee considered a report of the Strategic Director – Corporate Services (agenda item no. 5) setting out the draft pay policy statement, and seeking comments / observations from the committee in advance of the report's submission to the Full Council on 27 March 2012.

1. Further to the pre-circulated report, the following working documents were circulated and noted:
  - a. Annex D – Comparable public and private sector salaries for similar organisations.
  - b. Annex E – Background information and glossary of terms.
2. The following public forum items were received and noted:
  - a. Questions and statement from Paul Wheeler (on behalf of Equality Bristol). Copies of replies from the Chair of the committee were available at the meeting.
  - b. A statement from Steve Paines, Unite.
  - c. A statement from Rowena Hayward, GMB.
3. Following discussion, the committee generally welcomed the pay policy statement and agreed collective comments as follows:

- a. The development priorities for 2012/13 were welcomed and supported.
  - b. There was particular support for the emphasis around seeking to assist the lowest paid council workers and the proposal that, in the absence of a national agreement, a specific, non-consolidated pay award be made to low paid employees in 2012/13. It was noted that subject to the Full Council approving the pay policy statement on 27 March, further discussions would take place, involving the trade unions, to finalise the actual amounts involved and numbers of staff to be included.
  - c. It was important to include comparator information with public and private sector organisations (i.e. as per annex D circulated earlier at this meeting).
  - d. It was suggested that the public forum submissions received at this meeting should be included as an appendix to the Full Council report.
4. Prior to agreeing the collective comments set out in 3. above, other points raised / noted in discussion included:
- a. It was noted that the report to the Full Council would be presented as a report from the Council's political administration (the above comments from this committee would be included within the report).
  - b. It was noted that the pay policy statement did not cover Council employees who were employed in schools. Separate discussions were taking place via the Bristol Schools Forum to establish if schools wished to follow a similar approach to low paid employees.
  - c. Whilst the final details of the non-consolidated pay offer to low paid employees would be subject to further discussion, it was noted that research indicated that 777 employees within BCC received less than the "living wage" hourly rate. It was also noted that the figure quoted in the report relating to 13.18 FTE employees earning the lowest salary reflected those employees whose current salary was at the lowest point of the lowest pay salary scale.

- d. It was noted that following restructuring over the last 4 years, the overall cost of the Council's senior management structure had been reduced significantly.
- e. Cllrs Emmett and Bailey stressed that the position of the Council's political administration was that, whilst recognising the general need for pay restraint, there was a strong view that the lowest paid council workers should receive an additional (non-consolidated) award in recognition of their circumstances, in the absence of a national agreement.
- f. In response to an issue raised by the GMB about a reduction in hours worked by cleaners, it was noted that (subject to being provided with specific details), officers would investigate this matter.
- g. Cllr Beynon expressed the view that apprentices should be paid at BG1 level. It was noted that the definition of lowest paid employees within the pay policy statement reflected the national guidance from the Local Government Association. The policy therefore reflected the current situation. It was noted that a clearer explanation of the position regarding apprenticeships would be included.

**RESOLVED - that the collective comments of the committee, as per paragraph 3 above, be submitted for inclusion within the report on the Pay Policy Statement 2012/13, to be considered by the Full Council on 27 March 2012.**

**HR**

**66.3/12**

**DATE OF NEXT MEETING**

**RESOLVED - that the annual meeting of the Human Resources Committee be held on 31 May 2012.**

Note: at the conclusion of the meeting, the Chair suggested that a report be prepared by officers around the issue of "release time" for trade union

representatives in the context of outsourcing.

CHAIR