

**BRISTOL CITY COUNCIL**

**MINUTES OF A MEETING OF THE  
HUMAN RESOURCES COMMITTEE  
HELD ON 28<sup>TH</sup> FEBRUARY 2013 AT 10.00 A.M.**

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

**HR  
49.2/13 APOLOGIES AND SUBSTITUTIONS**

Apologies were received from Councillor Comer

**HR  
50.2/13 DECLARATIONS OF INTEREST**

**HR  
51.2/13 MINUTES - HUMAN RESOURCES COMMITTEE - 10<sup>TH</sup>  
JANUARY 2013**

**RESOLVED - that the minutes of the meeting of the  
Human Resources Committee held on  
10<sup>th</sup> January 2013 be confirmed as a  
correct record and signed by the Chair.**

**HR  
52.2/13 PUBLIC FORUM**

Public forum business was circulated to the Committee in advance of the meeting and a copy placed in the Minute Book

**HR  
53.2/13 PAY POLICY STATEMENT 2013/14**

The Committee considered a report of the Service Manager, Corporate HR (agenda item no. 5) which invited comment on the

draft pay policy statement which would be presented to full Council on 19<sup>th</sup> March 2013.

It was the second year the pay policy statement had been published and changes from the previous year were highlighted within the Executive Summary. It was confirmed that payroll costs would be added to the document for presentation to full Council.

Negotiations with union representatives were ongoing and discussions around pay and reward had commenced. A comment would be included within the pay policy statement regarding a further non consolidated pay award which would state the requirement for it to be linked to change to the pay grading system and requirement for affordability.

With reference to the public forum statements received, officers confirmed that it was not specified that performance related pay would be introduced. There would be consideration of how pay progression would operate and how performance could be related to that.

Officers confirmed that the Mayor aspired to a Living Wage during his term of office, subject to affordability. He also aspired to a relationship between the highest and lowest paid of a ratio of 1 to 10.

Human Resources lead Members would continue to consider the future Senior Leadership Team structure, in consultation with the Mayor.

**RESOLVED - that the comments and observations of the Human Resources Committee regarding the draft pay policy statement be included in the report to Full Council on 19<sup>th</sup> March 2013.**

**HR  
54.2/13**

**MARKET SUPPLEMENT - VACANT POST OF COMMERCIAL DIRECTOR FOR ENERGY**

The Committee considered a report of the Interim Chief Executive (agenda item no. 6) proposing the authorisation of a market supplement for the vacant post of Commercial Director for Energy.

Officers reported that the vacant post of commercial director for energy was established in August 2012, graded as HayO on the basis of three years matched funding. There had been a small number of candidates and the Authority failed to appoint due to political uncertainty of Bristol City Council at that time, and also due to the offered salary.

Following the election of the Mayor, it was possible that the preferred candidate of the Selection Committee could be appointed.

In response to public forum statements and questions from Members the following points were made:

- A market supplement was proposed in order to secure the candidate preferred by the Selection Committee. The award would have the advantage of saving the cost of a further recruitment campaign. The preferred candidate had unanimous support from the Selection Committee, however, other candidates withdrew on account of the salary.
- The post would be offered as per the original fixed term contract which ceased at the end of May 2015. Officers planned for 100% of the salary supplement to be funded through external sources.
- The future position of the ELENA staff in terms of any ESCO (Energy Services Company) was currently unclear and would be considered within the development phase of the project.
- It was a new type of role for Local Government and there was not a role that could be utilised within the existing structure of the Council as the scale of the project was much larger than the current arrangements allowed.
- The role would add value to the programme through increased opportunities to access renewable energy projects, and the ability to ensure the deals were viable.
- Members were cautious regarding the added cost of the post at a time of wider cuts, however, understood the pragmatic reasons for the market supplement, and that match funding was available.

- Members reiterated that supplements should be exception not the rule and a precedent had not been set.

**RESOLVED - (i) that a market supplement of approximately £13,500 per annum (18% of salary) to the vacant post of Commercial Director of Energy be authorised. The post was evaluated at HAY O - £64,929 to £71,479 per annum last year. The supplement enables the salary to be fixed at £85k and for the Council to appoint successfully to the role.**

**(ii) The post is a fixed term appointment of up to 3 years, which matches the duration of market supplements.**

**HR**

**55.2/13**

**POST OF STRATEGIC DIRECTOR - NEIGHBOURHOODS AND CITY DEVELOPMENT**

The Committee considered a report of the Strategic Director, Neighbourhoods and City Development (agenda item no. 7) to establish the permanent post of Strategic Director, Neighbourhoods and City Development.

The post would be externally evaluated and assigned a HAY grade, although initial discussions suggested a Hay T grade. Recruitment was dependent on discussions within SLT which could change the reporting structure to the post, but nevertheless there would be a post at this level.

There would be a permanent saving of £90k.

**RESOLVED - that the post of Strategic Director, Neighbourhoods and City Development be established permanently on a HAY evaluated pay grade, to be verified by an external HAY evaluator not exceeding HAY T (£130,909 pa).**

**HR**

**56.2/13**

**INTERIM ARRANGEMENTS FOLLOWING RETIREMENT OF CURRENT INTERIM CHIEF EXECUTIVE**

The Committee considered a report (agenda item no. 8) approving a further arrangement following the retirement of the current Interim Chief Executive.

The Committee were asked to approve and recommend a salary of £150k (a reduction from £189k for the previous Chief Executive) for the Interim City Director post. It was proposed that the distinct statutory Head of Paid Service role would be included within the post.

Members questioned how the roles of Chief Executive and City Director varied, and how they related to the role of Mayor.

**RESOLVED - (i) that a further interim arrangement as per the revised City Director paperwork on a salary of £150k be approved.**

**(ii) The interim post is anticipated to run from mid March pending a recruitment campaign to appoint permanently, currently anticipated to be in July 2013.**

**HR  
57.2/13**

### **EXCLUSION OF PRESS AND PUBLIC**

Prior to leaving the room, the UNISON representative outlined their public forum statement. Officers in response confirmed that the Job Description (as appended to Item No.8) would be reviewed bearing in mind the statutory responsibility around equalities and health and safety.

**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  
58.2/13**

### **INITIAL DISCUSSION - TERMS AND CONDITIONS OF CITY DIRECTOR POST**

(Exempt under paragraph 1)

The Committee considered a report (Agenda Item No.10) of the Interim Chief Executive which proposed the establishment of a new post of City Director.

**RESOLVED - (i) that the HR Committee approve the establishment of the post of City Director including the salary as discussed.**

**HR**

**59.2/13**

**DATE OF FUTURE MEETINGS**

**RESOLVED - that the following dates are provisionally proposed for the 2013/14 municipal year, to be held on Thursdays at 2.00 p.m.:-**

**30<sup>th</sup> May  
11<sup>th</sup> July  
12<sup>th</sup> September  
14<sup>th</sup> November  
16<sup>th</sup> January  
27<sup>th</sup> February**

(The meeting ended at 11am)

CHAIR