

DISCLAIMER

The attached minutes are DRAFT minutes. Whilst every effort has been made to ensure the accuracy of the information, statements and decisions recorded in them, their status will remain that of a draft until such time as they are confirmed as a correct record at the subsequent meeting.

BRISTOL CITY COUNCIL

**MINUTES OF A MEETING OF THE
HUMAN RESOURCES COMMITTEE
HELD ON 6 JUNE 2013 AT 2.00 p.m.**

P Councillor Eddy
P Councillor Hance
P Councillor Langley
P Councillor Morgan
A Councillor Payne
P Councillor Wollacott

(Note: Councillor Geoff Gollop was also in attendance in his capacity as Executive Member for Finance and Corporate Services)

HR

1.6/13

APOLOGIES AND SUBSTITUTIONS (agenda item 1)

Apologies were received from Councillor Payne.
There were no substitutions.

HR

2.6/13

ELECTION OF CHAIR 2013/14 (agenda item 2a)

**RESOLVED - that Councillor Wollacott be elected
Chair of the Human Resources
Committee for the 2013/14 municipal
year.**

HR

3.6/13

ELECTION OF VICE-CHAIR 2013/14 (agenda item 2b)

**RESOLVED - that Councillor Hance be elected Vice-
Chair of the Human Resources
Committee for the 2013/14 municipal
year.**

**HR
4.6/13**

MEMBERSHIP OF COMMITTEE (agenda item 2c)

RESOLVED - that the membership of the Human Resources Committee for the 2013/14 municipal year be noted, as follows:-

**Councillor Eddy
Councillor Hance
Councillor Langley
Councillor Morgan
Councillor Payne
Councillor Wollacott**

**HR
5.6/13**

TERMS OF REFERENCE (agenda item 2d)

RESOLVED - that the terms of reference of the Human Resources Committee for the 2013/14 municipal year, as agreed by the full Council at its annual meeting on 21 May 2013, be noted.

**HR
6.6/13**

FORWARD PLAN (agenda item 2e)

The committee discussed the issue of potential items which could form the basis of a forward work plan.

RESOLVED - that the Service Director – Human Resources prepare a paper setting out potential items for inclusion in a forward / work plan for the committee. This document should be discussed in the first instance at the next agenda conference. It was noted that this would include a regular workforce / management information “dashboard” highlighting key current data and trend information.

**HR
7.6/13 DATES AND TIMES OF MEETINGS 2013/14 (agenda item 2f)**

RESOLVED - that the Human Resources Committee meet on the following dates in the 2013/14 municipal year, commencing at 2.00 p.m. :

**11 July 2013
12 September 2013
14 November 2013
16 January 2014
27 February 2014**

**HR
8.6/13 DECLARATIONS OF INTEREST (agenda item 3)**

There were no declarations of interest.

**HR
9.6/13 MINUTES - HUMAN RESOURCES COMMITTEE - 28 FEBRUARY 2013 (agenda item 4)**

RESOLVED - that the minutes of the meeting of the Human Resources Committee held on 28 February 2013 be confirmed as a correct record and signed by the Chair (including the exempt extract relating to minute no. HR 58.2/13).

**HR
10.6/13 PUBLIC FORUM (agenda item 5)**

The following public forum items were received in relation to agenda item 6 (changes to Human Resources policies arising from the full Council budget meeting in February 2013):

- a. Written questions and statement from UNISON.
Written answers to the questions were made available at the meeting.
- b. Statement from UNITE.

CHANGES TO HUMAN RESOURCES (HR) POLICIES ARISING FROM THE FULL COUNCIL BUDGET MEETING IN FEBRUARY 2013 (agenda item 6)

The committee considered a report of the Service Director, Human Resources setting out the action taken to meet the requirements of the budget amendment agreed at the full Council on 26 February 2013.

In discussion, the following main points were raised:

- a. In relation to the points raised by UNISON and UNITE in their respective public forum statements, the executive member and committee members acknowledged that (whilst complying with the Council's constitution in budget procedure terms) it was unfortunate that changes to HR policies had been implemented through the approval of a budget amendment, rather than being taken forward via the HR Committee.
- b. It was noted that following a careful review across all directorates, certain, identified areas had been exempted from the discontinuation of voluntary overtime payments for employees graded at BG11 and above (as set out in appendix B of the report).
- c. Following further discussion, it was agreed that it would be appropriate for update reports to be submitted to the committee after 6 months and 12 months reviewing the implementation, costs and impact of these policy changes.

- RESOLVED -**
- 1. that the action taken to meet the requirements of the budget amendment agreed at Full Council, as set out in the report, be noted.**
 - 2. that update reports be submitted to the committee after 6 months and 12 months reviewing the implementation, costs and impact of these policy changes.**

HR

12.6/13

DATE OF NEXT MEETING

RESOLVED - that it be noted that the next meeting of the Human Resources Committee be held on 11 July 2013 at 2.00 p.m.
(Cllr Gollop gave his apologies for the 11 July meeting)

CHAIR