

**DISCLAIMER**

**The attached Minutes are DRAFT. 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**

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**BRISTOL CITY COUNCIL**

**Minutes of a meeting of the  
Human Resources Committee  
held on 15th May 2014 at 10am**

A Councillor Eddy  
A Councillor Hance  
P Councillor Langley  
P Councillor Morgan  
P Councillor Payne  
P Councillor Wollacott (Chair)

Also In Attendance – Councillor Gollop (Deputy Mayor)

**HR  
63.5/14 Apologies and substitutions**

Apologies were received from Councillor Eddy

**HR  
64.5/14 Declarations of interest**

None declared.

**HR  
65.5/14 Minutes of the Human Resources Committee – 10<sup>th</sup> April 2014**

**Resolved – that the minutes of the meeting of the Human Resources Committee held on 10<sup>th</sup> April 2014 be confirmed as a correct record and signed by the Chair.**

**HR  
66.5/14 Public Forum**

Members of the Committee received the following public forum statements in advance of the meeting. *(A copy of the Public Forum submissions are held on the Minute Book).*

<b>AGENDA ITEM</b>	<b>AUTHOR OF STATEMENT</b>	<b>SUBJECT(S) OF STATEMENT</b>	<b>No.</b>
6	Jeff Sutton Branch President, GMB and Martin Jones (for Steve Paines – UNITE)	Organisational structure	1

The Committee received a report (agenda item no. 6) relating to progress with the organisation restructure since the last meeting and the proposed activities for the next phase.

As part of the presentation the following context was noted:

- completion of 3<sup>rd</sup> tier review (including any staff at BG16 and above);
- completion of Voluntary Severance exercise and 45 day consultation for BG10-15 staff;
- BG1-9 Voluntary Severance exercise launched;

The outcome of the BG10-15 exercise was as follows:

- A total of 508 staff had applied for Voluntary Severance;
- As of 1<sup>st</sup> May 2014, 293 of these applications had been accepted;
- VS decisions had been reviewed several times by SLT and DLT's to ensure that applications had been agreed wherever possible;

A small number of late VS applications that had been made following publication of Methods of Appointment were still being considered.

This phase of the restructure would result in annual savings of £11 million.

The final phase of the restructure for BG1-9 staff started week commencing 28<sup>th</sup> April, 2014.

In response to issues raised under the Public Forum Statements, the Service Director (Human Resources) confirmed:

- (1) that any application from individuals wishing to request VS after the structure for BG 1 to 9 had been published, would be considered on its merits and not disregarded as being after the required deadline. Officers would take all necessary measures to ensure compulsory redundancies were kept to an absolute minimum;
- (2) staff on BG 1 to 9 would not be disproportionately affected by this process ;
- (3) whilst officers needed to be mindful of the EQIA process during the VS severance process, all VS applications needed to be treated in the same way. The impact of EQIA would be an important element of the next stage ie during the subsequent recruitment stage. The Diverse Recruiters Programme had been used to promote specialist advice in the Interview Magazine.

Officers responded to the following issues raised by Councillors as follows:

- (1) There had been no discernible "spike" in sickness or absence so far arising from the organisational changes;
- (2) On-going one hour long weekly briefings of staff for Service Managers had been successful – briefings for front-line staff in certain parts of the city had helped to identify instances where this information had not been passed down from this level to staff at lower grades;

- (3) The Service Director (Human Resources) briefed the Committee on the issues raised in a recent article in the Sun newspaper concerning staff re-employed by Bristol City Council following redundancy.;
- (4) It was also noted that the People Panel would not in future authorise any requests for staff outside a fixed establishment. Separate arrangements for casual labour also applied.

**Resolved – that the report be noted and that a report be prepared for a future HR Committee concerning the use of agency staff. ACTION: Richard Billingham**

**HR  
68.5/14 Exclusion of the Press and the 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 of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A to the Act (as amended).**

**HR  
69.5/14 Compromise Agreement for a Member of Staff**

The Chair agreed to take this matter as an urgent item of business on the grounds that it was an urgent employment matter that had arisen with the Director of Customer Services.

**Resolved – that the Committee is advised of a mutual agreement to end the employment of a member of staff and of future interim and longer term arrangements.**

**HR  
70.5/14 Date of the Next Meeting**

**Resolved – that the next meeting of the Human Resources Committee be held on 3<sup>rd</sup> July, 2014 at 10 am.**

(The meeting ended at 11.20am)

CHAIR