

Personnel Committee

Minutes of the meeting held on Wednesday, 12 September 2018

Present: Councillor Ollerhead (Chair) – in the Chair

Councillors: Akbar, Bridges, Craig, S Murphy, Richards, Sheikh and Stogia

Apologies: Councillors Leech, Leese, N Murphy and Rahman

PE/18/21. Minutes

Decision

To approve the minutes of the meeting held on 25 July 2018.

PE/18/22. HM Coroners Pay Award

The Committee considered report of the City Solicitor which sought approval of a pay award for the Senior Coroner and Area Coroner in line with guidance from the Joint Negotiating Committee (JNC) and the outcome of a job evaluation exercise. It agreed the award would be applied with effect from 1 April 2018. It was explained that the Manchester City Coronial District has a high number of complex cases (higher than the national average), largely attributable to the city's demographics and infrastructure. In addition, the District has seen a significant increase in the number of deaths in the last 5 years (27%) in line with increases in the overall population, leading to an increased demand on the service.

The report explained that, subject to Personnel Committee approval, the Senior Coroner would be offered the top of the scale payment of £130,000 per annum with an additional £20,000 performance pay.. A member asked for information about what constituted performance pay. It was explained that this was for the provision of non-statutory out of hours work and for supervision to Assistant Coroners who would undertake this work on a rota basis. This therefore meant that the Senior Coroner salary would be £150,000 with the Area Coroner receiving £100,000. The Committee noted that the increase in salary costs, including on costs amounted £33,000 for the Senior Coroner and £66,000 for the Area Coroner. This would be met from current resources within the Corporate Core for 2018/9 and would be included as part of the 2019/20 budget process.

No Trade Union comments were submitted for consideration at the hearing.

The Committee agreed the pay award.

Decisions

1. To recommend that the Council approve the increase in salary for the Senior Coroner from £105,000 with £20,000 additional performance payment to £130,000 in line with JNC guidance with continuance of the £20,000 payment to cover the provision of additional non statutory out of hours cover, back dated to 1 April 2018.
2. To recommend that the Council approve the increase in salary for the Area Coroner from £75,000 to £100,000, backdated to 1 April 2018.

PE/18/23. Being Our Best Selves: Our Employee Health and Wellbeing Strategy for the City Council

The Committee considered the new strategy for Employee Health and Wellbeing in the Council: 'Being Our Best Selves'.

It was explained that the Strategy had been developed with a cross-section of employees, the Trades Unions, managers and leaders across the Council and with input from experts in the field of workforce wellbeing. It was also asserted that the Strategy took into account the specific context of the Council, such that an ambitious and cross-cutting definition of wellbeing had been incorporated.

The Strategy had been designed to support employees' physical and mental health and deliver a high quality working life. It was asserted that the new strategy would improve attendance, engagement and, ultimately, productivity, and would support the delivery of the Council's overarching priorities through:

- The alignment of progressive Human Resources and health and safety policy frameworks.
- Proactive occupational health interventions including the Employee Assistance Programme and targeted work on mental health
- Quality leadership and management practice, to manage people as individuals using strengths-based tools such as the About You framework.
- Supporting workplace practice such as Our Ways of Working which would bring together the HR, Estates and ICT offer to allow staff to work flexibly wherever practicable to maximise their productivity and reduce costs.

Trade Union comments were submitted for consideration at the meeting. These requested a greater emphasis on the impact of cultural factors such as diet or attitudes towards mental health within the Strategy. The Committee endorsed those comments and agreed that such considerations should be incorporated into the Strategy.

A member suggested that the strategy should be circulated to all members of the council for information. The Committee agreed to this.

Decisions

1. To agree the Employee Health and Wellbeing Strategy subject to the inclusion of reference to cultural factors (such as the impact of diet and cultural

attitudes to mental health) and note the associated delivery plan and priorities

2. To agree that the amended Strategy shall be circulated to all members of the Council for information.

PE/18/24. Corporate Services Structure Changes

The Committee considered a report of the City Treasurer which discussed revised management arrangements within Corporate Services to ensure that capacity and management is effectively focused, strengthened and optimised across Procurement/Integrated Commissioning and Audit and Risk.

It was explained that a review of management arrangements had been undertaken to take account of leadership, management and specialist services support provided by Internal Audit and Risk Management to the Greater Manchester Combined Authority (GMCA) and Bolton Council, as well as the City Council. In addition to this, there were complex commissioning functions within the Council's leadership including commissioning across all public services; the growing focus on social value, the City's single commissioning function for health and social care and need to drive best value in commissioning and procurement of the goods and services required by the Council.

Not Trade Union comments were submitted for consideration at the meeting.

The Committee endorsed the revised management arrangements.

Decisions

1. To approve the establishment of a new role of Deputy Head of Internal Audit and Risk Management in Audit and Risk Management at SS1 (£59,664 - £64,574).
2. To agree the disestablishment of the post of Head of Procurement (Grade SS3 £77,172 - £85,507)
3. To agree and approve the establishment of a new role of Head of Integrated Commissioning/Procurement in Procurement/Integrated Commissioning at SS3 (£77,172 - £85,507) which replaces the current funded secondment position at this level.