

PERSONNEL COMMITTEE

Minutes of a meeting of the Personnel Committee held on Thursday, 8 February 2018 at 6.00pm in Meeting Room G3/G4, Addenbrooke House, Ironmasters Way, Telford, TF3 4NT

PRESENT: Councillors S Davies (Chair), A J Buford, L Carter, N A Dugmore, A J Eade, R A Overton, W L Tomlinson

IN ATTENDANCE: K Clarke (Assistant Director: Finance & Human Resources), C Haseley (H R Business Manager), S Wilson (HR Manager) and S Worthington (Democratic & Scrutiny Services Officer).

PEC-1 Apologies for Absence

None.

PEC-2 Declarations of Interest

None.

PEC-3 Minutes

RESOLVED – that the minutes of the meeting of the Personnel Committee held on 2 February 2017 be confirmed and signed by the Chairman.

PEC-4 Publication of the Council's Pay Policy Statement

The HR Manager presented the report on the Council's updated Pay Policy Statement for 2018/19 which was required to be published on the Council's website in accordance with the Localism Act 2011.

The Policy remained similar to that of the previous year. The Policy included a provision to amend the flexible retirement policy so that a saving did not have to occur, to allow for a period of succession planning or to retain skills within the Council. The Policy also noted the requirement for the minimum scale point to be increased to meet the National Living Wage if negotiations with Trade Unions on the final pay offer had not concluded by 1 April 2018.

A discussion was held regarding Returning Officer fees and pay scales for Assistant Directors.

RESOLVED–

- (a) to **RECOMMEND TO COUNCIL** that the Council's Pay Policy Statement for 2018/19 be approved for publication on the Council's website on 1 March 2018
- (b) that authority be delegated to the Assistant Director: Finance & Human Resources, in consultation with the Leader of the Council, to amend the Statement as necessary in line with any statute or further national guidance that may be issued following the

meeting of the Committee or changes to negotiated pay rates during the period of the Policy Statement; and

- (c) **that authority be deleted to the Assistant Director: Finance & Human Resources to update information on Pay Multiples as data becomes available; and**
- (d) **that authority be delegated to the Human Resources Manager to approve flexible retirement applications in exceptional cases where it will enable the retention of specialist or critical skills or support a period of succession planning / training in which case savings may not be realised to fund the release.**

PEC-5 Local Government Pension Scheme: Employer's Discretionary Policies

The HR Manager presented the report on the discretionary pension policies. The Government was looking to impose a cap of £95,000 on exit payments, likely to be in place for April 2018. The purpose of the report was to request authorisation for the necessary amendments to be implemented.

Other minor changes had been proposed regarding contribution banding, clarification of the definition of a weeks' pay and amendments to the flexible retirement criteria.

RESOLVED-

- (a) **That authority be delegated to the Human Resources Manager to make any necessary adjustments to the Council's Policy on Discretions under the Local Government Pension Scheme to ensure that it complies with new regulations relating to exit payments and publishes these changes in accordance with the Local Government Pension Scheme Regulations. Any adjustments to be made after consultation with the Chair of the Personnel Committee**
- (b) **That any decisions on proposals to cap exit payments which are more than the £95,000 proposed cap, prior to the introduction of the new regulations, should be made after consultation with the Chair of the Personnel Committee.**
- (c) **To amend the current discretion under the Local Government Pension Scheme Regulations 2013 (Regulation 9), to authorise the Human Resources Manager:**
 - i) **To review and re-band pension contributions on an annual basis rather than a monthly basis with effect from 1st April 2018; and**
 - ii) **To re-define the elements included in the calculations as follows:**
 - a. **Annual salary and Non-variable pensionable pay elements (e.g. allowances) for the year commencing on 1st April; plus**

- b. Variable pensionable pay elements paid during the previous year ending on 31st March (e.g. honoraria payments, non-contractual overtime and additional hours paid to part timers)
- d) To amend the current discretion under the Local Government Pension Scheme Regulations 2013 (Regulation 30 (6)) to allow the Human Resources manager to authorise the release of pension benefits on flexible retirement in exceptional cases where it will enable the retention of specialist or critical skills or support a period of succession planning / training in which case savings may not be realized to fund the release
- e) To amend the current policy under the Local Government (Early Termination of Employment) (Discretionary Compensation) Regulations 2006 for people who are, or are eligible to be, members of the Local Government Pension Scheme to clarify and confirm the definition of a ‘week’s’ pay for these purposes in that it does not include any sum in respect of the employers pension contributions. This will take effect for all decisions made on or after 8th March 2018.

The meeting ended at 6.12 pm

Chair.....

Date.....