

The Guildhall
Market Place
Salisbury
Wilts
SP1 1JH



Contact: Annie Child, City Clerk
Direct Line: 01722 342860
Email: info@salisburycitycouncil.gov.uk
Web: www.salisburycitycouncil.gov.uk

Minutes

Meeting of : Personnel Committee
Date : 26 July 2021
Meeting held in : Guildhall
Commencing at : 6:30pm

Present:

Chair: Cllr Mewse

Vice Chair: -

Cllrs: J Broom, T Corbin, B Dalton, A Hoque, M Mewse, C Stanway and I Tomes.

Officers: Tracy Adams and Annie Child

263. Election of the Chairman of the Personnel Committee for 2021/22:

Cllr Dalton proposed that Cllr Wells be elected as the Chairman of the Personnel Committee for the ensuing municipal year 2020/21. This was seconded by Cllr Tomes.

In the absence of any other nominations, it was:

Resolved that:

263.1. Cllr Wells was elected as the Chairman of the Personnel Committee for 2021/22.

264. Election of the Vice- Chair of the Personnel Committee for 2021/22:

Cllr Hoque proposed that Cllr Mewse be elected as the Vice - Chairman of the Personnel Committee for the ensuing municipal year 2021/22. This was seconded by Cllr Tomes.

In the absence of any other nominations, it was:

Resolved that:

264.1. Cllr Mewse was elected as the Vice - Chairman of the Personnel Committee for 2021/22.

265. Apologies:

265.1. Cllr Rogers gave his apologies and was substituted by Cllr Tomes. Cllr Wells gave his apologies and was substituted by Cllr T Corbin.

266. Public Questions/Statement Time:

There were no questions submitted from the public.

267. Councillor Questions/Statement Time:

There were no questions submitted from the Councillors.

268. Minutes of the Previous Meeting:

The minutes of the last meeting of the Personnel Committee held on 9 November 2020 were approved and signed by the Chairman.

269. Declarations of Interest:

No declarations of interest were received.

270. Dispensations:

No dispensations were requested.

271. Chairman's Announcements:

The Chairman had no announcements to make.

272. HR Update:

The HR Manager, Tracy Adams, provided a HR update report, which included basic staff information, turnover of staff, sickness information, staff development and recruitment costs. The committee considered the report and it was:

Resolved to:

272.1. Note the report in Appendices 1 and 2 with no changes to the data nor distribution requested.

273. Finance Team Restructure Outcomes:

The HR Manager, Tracy Adams provided a report on the outcome to the finance team restructure as discussed in Personnel Committee on 9 November 2020 and it was:

Resolved to:

273.1. Note the successful outcome of the consultation and new Finance Team structure.

274. Real Living Wage:

The HR Manager, Tracy Adams provided a report and updated on the Real Living Wage (previously called Foundation Living Wage,) which is a voluntary minimum wage that has been paid to employees since 2014 and is designed to represent a more acceptable level of minimum wage required to live. It was:

Resolved to:

274.1. To pay Real Living Wage until further notice.

275. Exempt Information:

In view of the confidential or sensitive nature of the matters considered, the Committee agreed to exclude the press and public from the meeting during consideration of agenda items 14, 15 and 16 on the grounds that they may involve the disclosure of 'exempt information' as defined in Part 1 of Schedule 12A of the Local Government Act 1972, as amended by Local Government (Access to Information) Variation Order 2006 where the public interest in maintaining the exemption outweighs the public interest in favour of disclosure the information explained below:

Paragraph 1 namely: Information relating to an individual

Paragraph 4 namely: Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.

The meeting moved into Exempt Business

276. Matters, if any, which by reason of special circumstances the Chairman, decides should be considered as a matter of urgency:

No matters were raised.

There were no members of the public present.

The meeting closed at 19.37pm