



GENERAL PURPOSES COMMITTEE

MEETING : Wednesday, 11th January 2017

PRESENT : Cllrs. Morgan (Chair), H. Norman (Vice-Chair), Haigh, Hilton, Hanman, Taylor and Coole

Others in Attendance

Jon McGinty, Managing Director

Colin Parkin, Interim HR Business Partner

Tanya Davies, Democratic and Electoral Services Manager

18. DECLARATIONS OF INTEREST

18.1 There were no declarations of interest.

19. MINUTES

19.1 The minutes of the meeting held on 18 October 2016 were confirmed and signed by the Chair as a correct record.

20. PUBLIC QUESTION TIME (15 MINUTES)

20.1 There were no public questions.

21. PETITIONS AND DEPUTATIONS (15 MINUTES)

21.1 There were no petitions and deputations.

22. ORGANISATIONAL CHANGE POLICY

22.1 The Committee considered a report of the Assistant Head of Human Resources concerning the revised Organisational Change Policy.

22.2 Jon McGinty, Managing Director and Head of Paid Service explained that the policy had been brought up to date, making use of the expertise available through the shared HR service and that, although the policy was largely unchanged, it would better suit the organisation going forward. He advised that the main difference was the stipulation of a one year period before a member of staff can be re-engaged when they have left for reasons of compulsory redundancy, voluntary redundancy or voluntary early retirement and who received redundancy/pension payments.

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- 22.3 The Chair asked for clarification regarding the section of the policy relating to proposed selection methods.
- 22.4 Jon McGinty explained that, in the event of a restructure, it was necessary to describe the process of moving from the existing structure to the new arrangements. In the case of minor or no changes to a post, individuals would be assimilated or 'slotted in', but where there was more substantial change to a post or more individuals than posts available, a selection process would be proposed. The restructure proposals would describe which posts would be assimilated and which would not be, as well as outlining those at risk of redundancy.
- 22.5 Councillor Haigh asked for more information on the timescales for processes within the policy. She also asked what constituted substantial change to a post and what would happen to individuals who did not secure the post they applied for.
- 22.6 Colin Parkin, Interim HR Business Partner, advised that statutory timescales existed in respect of redundancy (or statutory dismissal) and these depended on the number of redundancies anticipated, but in the case of non-statutory dismissal it would be judged on a case by case basis or with reference to the contract of employment. He explained that the usual process was to consult on the proposal, respond to the consultation feedback and then issue relevant notices to staff. In respect of the degree of change to a role, he advised that there was no statutory test and that this should be judged on a case by case basis.
- 22.7 Councillor Haigh asked at what point individuals would be identified as at risk of redundancy.
- 22.8 Colin Parkin advised that letters would be issued to individuals at risk of redundancy at the beginning of the process. He explained that there was a statutory obligation to offer individuals reasonable alternative employment if it existed and if they rejected a reasonable offer, they may forfeit any redundancy payment.
- 22.9 Councillor H. Norman noted that the link within the policy to the redundancy policy did not work.
- 22.10 Jon McGinty advised that it would be active when the policy was uploaded to the Council's intranet. He also confirmed that the Trade Unions had been consulted on the policy and no feedback had been received.
- 22.11 **RESOLVED** - That the revised Organisational Change Policy appended to the report be approved.

23. DATE AND TIME OF NEXT MEETING

23.1 Tuesday 14 March 2017 at 6.00pm.

Time of commencement: 6.00 pm hours

Time of conclusion: 6.13 pm hours

Chair