



NOTTINGHAM CITY COUNCIL
APPOINTMENTS AND CONDITIONS OF SERVICE COMMITTEE

Date: Tuesday, 28 March 2017

Time: 2.00 pm

Place: LH 3.30 - Loxley House, Station Street, Nottingham, NG2 3NG

Councillors are requested to attend the above meeting to transact the following business

Corporate Director for Strategy and Resources

Governance Officer: James Welbourn **Direct Dial:** 0115 8763288

1 APOLOGIES FOR ABSENCE

2 DECLARATIONS OF INTERESTS

3 MINUTES

Of the meeting held on 7 March 2017 (for confirmation)

3 - 4

4 EXCLUSION OF THE PUBLIC

To consider excluding the public from the meeting during consideration of the remaining items in accordance with Section 100A(4) of the Local Government Act 1972 on the basis that, having regard to all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

5 CHIEF EXECUTIVE'S STRUCTURE: MONITORING OFFICER APPOINTMENT

To follow

IF YOU NEED ANY ADVICE ON DECLARING AN INTEREST IN ANY ITEM ON THE AGENDA, PLEASE CONTACT THE GOVERNANCE OFFICER SHOWN ABOVE, IF POSSIBLE BEFORE THE DAY OF THE MEETING

CITIZENS ATTENDING MEETINGS ARE ASKED TO ARRIVE AT LEAST 15 MINUTES BEFORE THE START OF THE MEETING TO BE ISSUED WITH VISITOR BADGES

CITIZENS ARE ADVISED THAT THIS MEETING MAY BE RECORDED BY MEMBERS OF THE PUBLIC. ANY RECORDING OR REPORTING ON THIS MEETING SHOULD TAKE PLACE IN ACCORDANCE WITH THE COUNCIL'S POLICY ON RECORDING AND REPORTING ON PUBLIC MEETINGS, WHICH IS AVAILABLE AT WWW.NOTTINGHAMCITY.GOV.UK. INDIVIDUALS INTENDING TO RECORD THE MEETING ARE ASKED TO NOTIFY THE GOVERNANCE OFFICER SHOWN ABOVE IN ADVANCE.

NOTTINGHAM CITY COUNCIL

APPOINTMENTS AND CONDITIONS OF SERVICE COMMITTEE

MINUTES of the meeting held at LH 1.15 - Loxley House, Station Street, Nottingham, NG2 3NG on 7 March 2017 from 14.02 - 14.33

Membership

Present

Councillor Dave Liversidge (Chair)
Councillor Toby Neal (Vice Chair)
Councillor Eunice Campbell
Councillor Graham Chapman
Councillor Georgina Culley
Councillor Nicola Heaton
Councillor Dave Trimble
Councillor Sam Webster

Absent

Councillor Alan Clark
Councillor Jon Collins
Councillor Jane Urquhart

Colleagues, partners and others in attendance:

Bridget Donoghue - Head of HR
Jason Gooding - Parking Manager
Nigel Hallam - Parking and Workplace Parking Levy (WPL) Service Manager
Gail Keen - HR Consultant
Della Sewell - Employee Relations Manager
James Welbourn - Governance Officer
Sheena Yadav-Staples - HR Consultant

36 APOLOGIES FOR ABSENCE

Councillor Alan Clark - personal reasons
Councillor Jon Collins - other Council business
Councillor Jane Urquhart - work commitments

37 DECLARATIONS OF INTERESTS

Councillor Toby Neal declared an interest in item 41 as he pays the WPC. This did not preclude him from speaking, or voting on the item.

38 MINUTES

The minutes of the meeting held on 20 February 2017 were agreed and signed by the Chair.

39 PUBLIC SECTOR DUTY - ENGLISH LANGUAGE REQUIREMENT POLICY

Sheena Yadav-Staples, HR Consultant introduced a paper outlining an English Language Requirement Policy.

The report outlined the Council's statutory duty under the Immigration Act 2016 that requires all local authorities to ensure all colleagues or job applicants that are engaged to work in a customer-facing role either face to face or by telephone have the ability to speak fluent English.

Any complaints made by citizens about a colleagues standard of English through 'Have your say' would be investigated to establish if there is any merit in progressing through the process as detailed in the policy, and anyone subject to such a complaint would have the right of reply.

RESOLVED to:

- (1) receive a report back in a year's time on this topic;**
- (2) approve the Policy for inclusion in the Council's People Management Handbook.**

40 EXCLUSION OF THE PUBLIC

RESOLVED to exclude the public from the meeting during consideration of the remaining items in accordance with Section 100A (4) of the Local Government Act 1972 on the basis that, having regard to all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

41 PROPOSED CHANGES TO THE WORKPLACE PARKING CHARGE (WPC) SCHEME RESULTING FROM THE PLANNED GOVERNMENT REMOVAL OF SALARY SACRIFICE AND WPC SCHEME PRICE INCREASE RECOMMENDATIONS

Nigel Hallam, Parking and Workplace Parking Levy (WPL) Service Manager presented the report to the Committee.

RESOLVED to approve the recommendations as set out in the exempt report. Councillor Georgina Culley voted against all recommendations.

42 PAY, REWARD AND CONDITIONS OF SERVICE

Della Sewell, Employee Relations Manager, presented the report to the Committee.

RESOLVED to approve the recommendations as set out in the exempt report.

43 LIVING WAGE IN SCHOOLS

Della Sewell, Employee Relations Manager, presented the report to the Committee.

RESOLVED to approve the recommendation as set out in the exempt report.