

## 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 being involved with or speaking 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.**