

Draft Minutes of the Meeting of the Personnel, Licensing and Administration Committee held on Monday 3rd March 2008 at Monkton Park, Chippenham, commencing at 7.00pm

- Present:** Councillor J.M. Hartless..... Vice Chairman
Councillors, D.B. Allen, S. Bodman, A.M. Bucknell, P.R. Darby, S.K. Doubell, I.J. Henderson, A. Pier, J.A. Phillips and S .J. Still.
- Officers:** E. Orchard (Head of Human Resources) and L. Pullin (Policy & Democratic Services Assistant)

P72. Apologies for Absence

An apology for absence was received from Councillor P.S. Roberts.

P73. Membership

There were no changes to the membership of the Committee.

P74. Public Question Time/Receipt of Petitions

There were no public questions nor petitions received.

P75. Minutes

Consideration was given to the Minutes of the Meeting of the Personnel, Licensing and Administration Committee held on 14th January 2008.

Resolved that the Minutes of the meeting of the Personnel, Licensing & Administration Committee held on 14th January 2008 be approved and signed as a correct record.

P76. Declarations of Interest

There were no declarations of interest made.

P77. Chairman's Announcements

On behalf of the Committee, the Chairman for the meeting, Councillor J.M. Hartless congratulated Councillor P.S. Roberts on the birth of his daughter.

P78. Local Joint Consultative Committee Minutes

Consideration was given to Report No. 7, (circulated with the Agenda) which asked the Committee to note the Minutes of the meeting of the Local Joint Consultative Committee held on 13th February 2008.

Resolved that the Personnel, Licensing and Administration Committee note the Minutes of the Local Joint Consultative Committee held on 13th February 2008.

P79. Road Safety Concerns on Vehicle Place and Monkton Hill, Chippenham

Consideration was given to Report No. 8, (circulated with the Agenda) which provided an update to the Committee with regards to the traffic and road safety concerns on Vehicle Place and Monkton Hill, Chippenham.

Issues discussed during consideration of this item included:

- The belief that the traffic one way system was to be trialled for six months and then reviewed;
- That the one way system has no regard for pedestrians and the view that the pedestrian path is situated on the wrong side of the road;
- The possibility of changing the one way system so that it goes up the hill instead of down the hill;
- The views of the Joint Safety Committee; and
- The request that the Environmental Health Manager write to the Highways Department at Wiltshire County Council on behalf of the Committee to say that they accept the proposed works as a stop gap for the problems with the traffic system and also ask if the system is due to be reviewed and if so for them to consider the following:
 - Carrying out public consultation to seek the views of the users of the system;
 - Give consideration to changing the one way system to go up the hill instead of down; and
 - Suggest a physical barrier for the pedestrian path, possibly a kerb so that cars do not cross it.

Resolved that the Personnel, Licensing and Administration Committee:

- (1) Note the Report and the action taken by the Environmental Health Manager.

- (2) Request the Environmental Health Manager write to the Highways Department at Wiltshire County Council on behalf of the Committee as detailed above as soon as possible.

P80. Local Government Pension Scheme

Consideration was given to Report No. 9, (circulated with the Agenda) which provided an overview of the information necessary to enable the Committee to make decisions on how North Wiltshire District Council would apply the Regulations contained within the New Look Local Government Pensions Scheme (LGPS) effective from 1 April 2008.

Issues discussed during consideration of this item included:

- That employees would pay pension contributions according to one of the seven bands which is based on their whole time salary equivalent pensionable pay;
- A large number of employees are likely to fall into the 6.5% contribution band and it was suggested that the salary be calculated as at 31st March 2008 to determine the band;
- If the changes are made at 31 March it may mean that a small number of employees would underpay into the pension scheme for a period of time, this is not likely to have a major affect on the pension scheme funds
- That an update would be provided at the next Committee meeting in June 2008, together with the request for the Committee to approve changes to the relevant policies and procedures; and
- A request from the Committee that any changes to the policy are based on comparative information from the other 3 District Councils and the County Council.

Resolved that the Personnel, Licensing and Administration Committee agree that:

- (1) From 1 April 2008, the contribution band for all existing employees will be based on whole-time equivalent pensionable pay (if an employee has more than one post with different whole-time equivalent pensionable pay, each post will be considered separately) as at 31 March 2008.
- (2) From 1 April 2008, the contribution band for all new employees will be based on whole-time equivalent pensionable pay (if an employee has more than one post with different whole-time equivalent pensionable pay, each post will be considered separately) at the date of commencement.

- (3) The contribution band will only be changed if the employee moves to a new post at a higher or lower salary level, during the year as set out in paragraph 4.3.2 (ii).
- (4) Changes to contribution rates for employees currently paying 5% will from 1 April 2008 be in accordance with the table set out in paragraph 4.3.
- (5) Contributions for all unauthorised leave of absence will be paid on the pay lost in the first 30 days of any absence.

P81. Pay and Rewards Project Update

The Committee received a verbal update on the current position of the Pay and Rewards project from E. Orchard (Head of Human Resources).

A summary of the update is detailed below:

- The Collective Agreement is still waiting to be signed off by national UNISON, although they have stated that they are happy with it; and
- Any changes to pay arising out of the agreed changes would be backdated to 1st April 2007.

Resolved that the update be noted.

P82. Unitary Status Update

The Committee received a verbal update on the Unitary Status for Wiltshire.

A summary of the update is detailed below:

- The Order creating One Council for Wiltshire has completed its passage through both Houses of Parliament and the Local Government Minister has made the Order;
- This means that the Implementation Executive now have the authority to make decisions relating to the new Council;
- The staffing Orders were expected to be passed in May or June 2008;
- The Shared Services Team would be located at County Hall in Trowbridge;
- The results of the judicial review from Shrewsbury and Congleton District Council's were still awaited;
- Teams across the District/County are already beginning to share ideas and resources and are working towards becoming "virtual" teams before vesting day;

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- Members suggested the need for equalisation of redundancy packages across the Districts and County; and
- The possibility of County Council elections being held in May 2009 and European Elections in June 2009.

Resolved that the update be noted.

The meeting started at 7.00 pm and finished at 7.45pm.

There were no members of the public present.