

HARBOROUGH DISTRICT COUNCIL
MINUTES OF THE EXTRAORDINARY MEETING OF
THE EMPLOYMENT COMMITTEE

held in

The Council Chamber, The Symington Building, Adam and Eve Street, Market Harborough

Wednesday 14th December 2016

commencing at 6.30p.m.

Present: Councillor King (Chairman).

Councillors: Brodrick, Dunton, Graves, Hadkiss and Modha.

Officers: R. Jenner, B. Jolly, G. Keeping, N. Proudfoot, S. Riley & V. Wenham.

Consultant: K. Frow

377 ELECTION OF CHAIRMAN

RESOLVED: that Councillor King be elected Chairman of the Committee for the 2016/17 year.

378 APPOINTMENT OF VICE-CHAIRMAN

RESOLVED: that Councillor Brodrick be appointed Vice-Chairman of the Committee for the 2016/17 year.

379 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Hallam and Johnson. Councillor Hadkiss substituted for Councillor Hallam.

380 DECLARATIONS OF INTERESTS

The following officers declared an interest in respect of Report 3, Authorised Travel User Policy, and stated that they would leave the meeting for the duration of that item:

R. Jenner, B. Jolly, N. Proudfoot, S. Riley and V. Wenham.

381 SALARY SACRIFICE SCHEMES

The Committee considered a report outlining key information on the operation of and options for salary sacrifice schemes and the effects of the recent Autumn Statement that has constrained the range of schemes that enjoy tax and NIC advantages. The report also set out options for two new salary sacrifice schemes, namely childcare vouchers and the purchase of annual leave, which might be offered to the Council's employees.

After considering the report and the introduction of childcare vouchers and the purchasing of annual leave schemes, the Committee

RECOMMENDED TO COUNCIL that:

- (i) a purchase scheme of annual leave and childcare voucher scheme be introduced for the 2017/18 tax year and beyond; and**
- (ii) authority be delegated to the Head of Finance and Corporate Services and the Head of Legal and Democratic Services to enter into contractual arrangements as appropriate to operate and administer the schemes.**

382 PERFORMANCE RELATED PAY

The Committee considered a report on Performance Related Pay Schemes which contained, as an appendix, a report by East Midlands Councils commissioned after the last meeting of the Committee.

After considering the report, the Committee

RESOLVED that the performance related pay scheme referred to in the report should not be progressed.

383 AUTHORISED TRAVEL USER POLICY

The Employment Committee, at its last meeting in March 2016, had requested the commencement of a consultation with staff and unions on essential user car allowances, alongside mileage rates for essential and casual users. The Committee now considered a report on the outcome of the consultation with staff and unions in respect of travel allowances. The current travel policy was last reviewed in 2011 and had not been subject to regular review in respect of mileage travelled and in some cases job roles. A revised travel policy was attached as Appendix E to the report. The revised policy had been broadened in scope to encourage the application of the Council's Green Travel Policy, where shorter journeys could be undertaken by a means of transport, for example a bicycle.

RECOMMENDED TO COUNCIL that:

- (i) the revised authorised travel user policy, attached as Appendix E to the report, be adopted, subject to clarification on the situation for electric and hybrid vehicles and those with an engine capacity of less 1000cc;**
- (ii) the implementation of the revised policy be deferred to 1st April 2018 to allow accurate mileage claims to be used as a basis for payments;**
- (iii) new mileage rates for motorbikes and bicycles be introduced, in line with the HMRC rates; and**
- (iv) authority be delegated to the Head of Paid Service to make policy changes as necessary, which do not fundamentally change the context of the Travel User Policy.**

The Meeting ended at 7.21p.m.