

## **EMPLOYMENT PANEL**

**MONDAY 3 DECEMBER 2012 AT 10.05AM**

**PRESENT:** Councillor Glover (Chairman), Councillors Atkinson P, Mrs Bradley (as substitute for Councillor Weber) Hendry, Mallinson J and Mitchelson.

**OFFICERS:** Town Clerk and Chief Executive  
HR Manager

### **EMP.19/12 APOLOGIES FOR ABSENCE**

An apology for absence was submitted on behalf of Councillor Weber.

### **EMP.20/12 DECLARATIONS OF INTEREST**

No declarations of interest were submitted at this meeting.

### **EMP.21/12 MINUTES OF PREVIOUS MEETING**

**RESOLVED** – That the minutes of the meetings held on 14 August and 4 October 2012 be agreed as a correct record of the meetings and signed by the Chairman.

### **EMP.22/12 LIVING WAGE**

The HR Manager submitted report RD.56/12 which outlined a proposed amendment to the Council's pay structure so that the lowest pay point is that of the living wage, currently £7.45 per hour.

The HR Manager reported that the proposals had been in response to the Executive's request to officers to consider how the Living Wage could be implemented within the Council. She outlined the current pay structure for employees below chief officer level and the proposals to implement the living wage by amending the current grade A and uplift the rate for Paypoint 4 (within grade B) to £7.45 per hour and making that the new grade A (a single pay point) and adding an extra pay point to grade B. The report showed the current pay structure and the proposed pay structure in detail.

The HR Manager explained that the cost of implementation would be £28,225 and it was proposed that the changes would be implemented from 1 April 2013. The changes would apply to contracted staff only and excluded casuals, apprentices and those on permitted work schemes.

Consultation had been undertaken with the Executive and Joint Management Team and, if Members agreed the proposals, there would be a short consultation with employees and trade unions. Following this, a further report with the outcome of the consultation and final proposals would be submitted to the Panel for consideration in time for Council to consider as part of the budget proposals.

The Panel asked for further information to be submitted to their next meeting on the casual employees and apprentices employed by the Council and for consideration to be given to the possibility and practicalities of including them within the Living Wage Scheme.

RESOLVED – 1) That the revised pay structure for contracted staff be approved for consultation with employees and their representatives.

2) That further information be submitted to the next meeting of the Panel on casual employees and apprentices and the possibility and practicalities of including them within the Living Wage Scheme.

(The meeting finished at 10.20am)