



Human Resources Committee – Draft Minutes

Wednesday 26 July 2023

Venue:	Civic Suite, Pathfinder House, Huntingdon PE29 3TN	
Time:	9.00 to 10.00am	
Present:	Mayor Dr Nik Johnson Councillor Anna Smith Councillor Wayne Fitzgerald Councillor Edna Murphy	Chair and CPCA Mayor Cambridge City Council Peterborough City Council (substitute Member) Cambridgeshire County Council (substitute Member)
Apologies	Councillor Lucy Nethsingha Councillor Oliver Sainsbury	Cambridgeshire County Council Peterborough City Council

Minutes:

1	Apologies for Absence and Declarations of Interest
1.1	Apologies were received from Cllr Nethsingha who was substituted by Cllr Murphy and Cllr Sainsbury who was substituted by Cllr Fitzgerald.
2	Declarations of Interest
2.1	Cllr Smith and Mayor Dr Nik Johnson both declared an interest in respect of item 6 on the agenda as they were members of Unison.
3	Chair's Announcements
3.1	No announcements were made.
4	Minutes of the Previous Meetings.
4.1	The minutes of the Employment Committee meetings held on 14 March and 20 March 2023 were approved as an accurate record.
5	Human Resources Policies
5.1	Paul Lowes, Assistant Director of Human Resources, introduced the report which asked the Human Resources Committee to review and agree the HR Policies attached as appendices to the report. Donya Taylor, HR Business Partner, was also in attendance to comment and answer Members' questions.

5.2	<p>The following points were raised in discussion:</p> <ul style="list-style-type: none"> a) A separate piece of work exploring what more could be done to support care leavers, armed forces personnel and the disabled would be undertaken, and a report brought back to the Committee. b) Cllr Bridget Smith was thanked for highlighting the issue of neonatal leave that led to its inclusion in the Family Leave Policy. c) There were currently approximately 130 staff working at the CPCA. d) The Policies included as appendices to the report were statutory requirements and were not expected to change significantly. e) The Flexible Working Policy was concerned primarily with contractual changes to the working day whereas it was the Agile Working Policy that allowed for working at different locations. f) Members commented that Staff could benefit hugely from working in an organisation that did not have a culture of presenteeism. g) The current Agile Working Policy asked staff to come into the office for at least 1 day a week but this was not a hard and fast rule. Responsibility lay with individual line managers who could flex requirements depending on individual circumstances and the different types of work being undertaken. <p><u>RESOLVED:</u></p> <p>The Human Resources Committee unanimously resolved to:</p> <ol style="list-style-type: none"> 1. Approve the 13 HR Policies set out in the table at paragraph 3.4 of the report. <p><u>ACTIONS:</u></p> <ol style="list-style-type: none"> 1. A report detailing what more could be done to support care leavers, armed forces personnel and the disabled to be brought back to a future Committee meeting.
6	<p>Trade Unions Report</p> <p>6.1 Prior to the introduction of the report the Chair asked the legal officer to speak to the proposed changes to the recommendations and the amendments to appendix 1. A revised report had been circulated to Members the evening before and a hard copy given to Members at the meeting. These documents would also be published on the website under the meeting agenda <i>additional documents</i>. The Mayor moved a proposal to accept this updated report as the reference point for discussion and this was seconded by Cllr Smith. The Committee unanimously agreed.</p> <p>6.2 Paul Lowes, Assistant Director of Human Resources, introduced the report which recommended that the Committee approve the CPCA voluntarily recognising the 3 Trade Unions – Unison, GMB and Unite– and enters into a recognition and procedure agreement with them based on the template in Appendix 1 (subject to further amendment).</p> <p>6.3 During discussion the following comments were made:</p> <ul style="list-style-type: none"> a) Officers would meet with Trade Union representatives to finalise the agreement and take the next steps forward. b) Members commented that their past experience had shown working with Trade Unions was of great benefit for both employees and managers. c) There had been very positive conversations with the Trade Unions so far with a partnership approach taken to discussions. d) Officers suggested a change to the wording of recommendation 2, as presented in the amended report, so that it included reference to ‘consultation with the Mayor’ so that Members could be assured that only minor, rather than major changes would be made to the agreement. e) Although there had been discussions in previous years, the Chair, Mayor Dr Nik Johnson, had championed the proposal to recognise the Trade Unions and this had been the first opportunity to bring a report forward.

RESOLVED:

The Human Resources Committee resolved to:

1. Approve the CPCA voluntarily recognising the following Trade Unions: Unison, GMB and Unite.
2. Approve the CPCA entering into a recognition and procedural agreement with the Trade Unions based on the template provided in Appendix 1 and delegates authority to the Assistant Director of Human Resources, in consultation with the Mayor of the Combined Authority and the Monitoring Officer, to fine tune and finalise the specific terms of the agreement, sign the agreement and to finalise any other necessary documents on behalf of the CPCA.

7 Date of Next Meeting

7.1 The date of the next meeting was confirmed as Wednesday 4 October 2023

Meeting Ended: 9.41am