

Report of the Human Resources Committee – for decision

Executive Member: Cllr Liz Leyshon - Deputy Leader of Council and Lead Member on Finance and Human Resources

Lead Officer: Chris Squire - Director of Customers, Digital & Workforce

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1. Summary

1.1 This report covers the meeting of the HR Committee meeting on 24 January 2023 at which we reviewed a number of reports, including NJC Green Book, Chief Officer and Chief Executive Annual Leave Entitlement.

1.2 We noted changes to NJC Green Book annual leave entitlement with effect from 1 April 2023, as a result of the national agreement on the 2022/23 pay award. This covered annual leave entitlement for all staff on Green Book terms and conditions, Somerset Grades up to Grade 4. The report also proposed an increase in annual leave entitlement for the Chief Executive and Chief Officer Grades 1 to 3, in line with NJC Green Book changes from 1 April 2023, and so that it matched with Grades 4 to 8.

1.3 The HR Policy Committee forms a key part of the Council's constitutional arrangements which underpin the aims and delivery of the Somerset County Plan. The Committee exercises delegated authority from the Council in respect of the approval of the Council's HR policies. However, legislation requires the pay matters and increases to leave entitlements to be approved by Full Council.

2. Recommendations

Having noted the nationally agreed NJC Green Book increase of one day to annual leave entitlement from 1 April 2023 we request that Full Council give approval:

- 1. To the Director of Customers, Digital and Workforce, on behalf of the Council to agree with the Green Book recognised trade unions, an amendment to the local collective agreement on annual leave entitlement for all staff on Green Book terms and conditions Somerset Grades up to grade 4, in order to implement the increase**

agreed nationally for NJC Green Book staff (one day).

- 2. To increase the annual leave entitlement by one day (pro-rata) for the Chief Executive and Chief Officers Grade 1 to 3, with effect from 1 April 2023, in line with NJC Green Book changes.**

The Committee accepted these proposals, to add an additional day of leave entitlement for staff and to harmonise leave entitlement for Grades 8 and above. Although the changes to Green Book annual leave entitlement will take effect on 1 April 2023, as this agreement relates to the 2022 pay award, each Somerset District Council will take responsibility for implementing the change in accordance with their current governance arrangements and instruct HR Admin and Payroll services accordingly.

The Council's duty under Section 149 of the Equality Act 2010 is to have "due regard" to the matters set out in relation to equalities when considering and making decisions. There are no direct equality impacts associated with the proposed changes to annual leave entitlement. There are also no direct impacts on sustainability, health and safety, community safety or privacy aspects as a result of the recommendations.

We will bring a report on the Pay Policy Statement PPS (2023-2024) to the 1 March 2023 Full Council meeting.

3. Background papers

Agenda and papers for the HR Policy Committee meeting on 24 January 2023.