

HR Update

1.0 BACKGROUND

- 1.1 This report gives an update on HR matters since the last HR Committee. These matters are in addition to the reactive caseload which includes job evaluations, restructuring advice, grievances, disciplinarys and sickness absence matters.
- 1.2 We also continue to provide Payroll and HR Advisory services to the National Park Authority.

2. ITRENT HR SYSTEM

- 2.1 The final aspect of the HR system to go live was the performance module. Managers and employees are now able to conduct their performance reviews using the HR Hub.
- 2.2 We have been able to support this module with an online video which is available for all to see. Feedback on this has been very positive.
- 2.3 EMT will be receiving an update shortly on how well Services have been doing in recording their reviews.
- 2.4 At the time of writing this report a total of 287 Reviews have been recorded in the system as either completed or partially completed.

3. FURLOUGH - Mid December 2020

- 3.1 The closure of the Leisure centres again in November meant that we needed to furlough most of our Leisure employees for a four week period.
- 3.2 All five leisure centres did reopen after the four weeks. Due to social distancing we have had to review many of classes including a different programme for group exercise instructors.
- 3.3 At that time we still had 55 staff on furlough these are Yoga/Pilates Instructors, Activity Leaders and Gymnastic Instructors.
- 3.4 We will review the position with Gymnastic Instructors in January when it is hoped that further clarification will be available with regards to cleaning of soft mats and other measures.

3.5 FURLOUGH UPDATE - Late December 2020

- 3.6 From December 26 NFDC was placed into tier 3 of the National Lockdown measures. This meant that we had to cease running the Group Exercise Classes with immediate effect.
- 3.7 From 31 December NFDC were placed in Tier 4. From that point all five Leisure Centres have been closed to the public.
- 3.8 This has resulted in almost all of the Leisure staff being placed back onto Furlough for the foreseeable future.

4. INSTRUCTOR REVIEW

- 4.1 The council has undertaken a review of our instructors taking into account social distancing measures and viability of classes for the next 18 months.
- 4.2 As a result of the review we needed to cease running some of the previous programmes.
- 4.3 A full consultation exercise was undertaken with Employee Side and staff.
- 4.4 The conclusion was that some staff have been made redundant however many staff who lost some classes and could have taken redundancy chose to stay and continue working for the authority.

5. LEISURE STAFF REVIEW

- 5.1 A separate review was conducted which included Assistant Swimming Instructors and Trampoline Instructors.
- 5.2 Similar to the Instructor review in point 4, we conducted a full consultation exercise with Employee Side and staff.
- 5.3 As a result of the review, a number of staff have been made redundant.

6. SHAREPOINT

- 6.1 HR are one of two Service Areas to pilot the transition between Meridio and Sharepoint for document management.
- 6.2 Considerable work has taken place to decide the structure moving forward in Sharepoint to ensure the correct access to confidential records.
- 6.3 It is hoped that this will become live in the early part of next year.

7. EXIT PAYMENT REFORMS

7.1 The statutory provisions governing exit payments to local government workers are in the process of reform.

This consists of three separate elements:

1. The implementation of a £95,000 cap on public sector exit payments, including employer contributions to pension costs. The cap came into effect on 4 November 2020.
2. Reform of the Discretionary Compensation Payments Regulations and Local Government Pension Scheme Regulations to place additional restrictions on severance payments and limit the amounts an employer can contribute to pension strain costs where an employee aged 55 or over draws their pension early as a result of exiting
3. Proposals to require high earners to repay severance payments if they secure re-employment in the public sector within 12 months.

7.2 The proposals to require high earners to repay exit payments if they return to the public sector have previously been consulted on but there has been no further indication of if and when this proposal will be implemented.

7.3 Therefore, the two most important issues currently are the implementation of the £95,000 exit payment cap and the proposed reform of the Discretionary Compensation Payments Regulations and Local Government Pension Scheme Regulations.

7.4 The Council's Pay Policy Statement for 2021/2 has been amended to take account of the changes that have so far been implemented.

8.0 BRIEF BITE SESSIONS

8.1 Since the last HR Ctte we have run a further two sessions on Mental Health and Wellbeing for Managers and a further session on Equalities.

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