



# Minutes

## Human Resources Committee

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Date: 27 March 2020

Time: 10.30 am

Venue: COVID 19 teleconference

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Present: Councillor A Wenham (in the Chair), C Anderson, R Hunt, D Jenkins, N Mohammed, F Shaheen, J Sunderland (items 7 and 8 only, Min nos. 42 and 43 refer) and S Tulley

In Attendance: None

Apologies: Councillor Kirton

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### **36 Minutes of the last meeting**

#### **RESOLVED**

That the Minutes of the meeting held on 10 January 2020 be signed by the Chair as a correct record.

### **37 Matters arising**

None.

### **38 Urgent items**

None.

### **39 Admission of the public**

There were no items which required the exclusion of the public and press.

## **40 Declarations of interest**

No declarations of disclosable pecuniary interest were made in any matter under consideration at the meeting.

## **41 Move to monthly payroll**

Consideration was given to a report of the Chief Finance and Procurement Officer which advised of a proposal to move to a monthly payroll system with effect from the February 20201 pay date.

Members were advised that the proposed moved to monthly pay would align West Yorkshire Fire and Rescue Authority with Kirklees Metropolitan Council who provided payroll service, which would provide a small reduction in the associated administrative costs. It was expected that this would also cause little detriment to employees and that it may assist those who have regular outgoings as pay would be received on the same date each month. The majority of employees had the frequency of pay incorporated into their contracts together and the change would be made through a collective agreement with the Trade Unions. For those employees who did not have such provision, their agreement would be sought on an individual basis.

### **RESOLVED**

That the move to monthly payroll with effect from February 2021 be approved.

## **42 Local Pension Board – proposed changes to the Terms of Reference**

The Chief Legal and Governance Officer submitted a report which invited Members to consider proposed changes to the Terms of Reference for the Authority's Local Pension Board.

The Board had been established since 2015 and, subsequent upon comments from members of the Board in respect of business continuity and the size of the Board, a review had been undertaken and the current constitution was compared with the other Metropolitan Fire Authorities and the London Fire Commissioner's office details of which were attached as an annex to the report now submitted. Members were reminded that this was a non-executive body and, as such, was not required to comply with the statutory political proportionality rules.

Consideration was also given to the frequency of meetings, the appointment of an independent member to the Board and the appointment of a Scheme Member representative nominated by the Fire Brigades' Union.

### **RECOMMENDED**

That the Full Authority be requested to approve the following at its Annual meeting in June 2020;

- a) That no change be made to the frequency of meetings as currently set out in the Local Pension Board Terms of Reference;
- b) That an independent member be not appointed to the Local Pension Board, and

- c) That the West Yorkshire Fire and Rescue Authority Local Pension Board be increased to six members comprising as follows;

3 x Scheme Manager representatives (2 elected Members and 1 officer)

3 x Scheme Member representatives (including one formal representative of the Fire Brigades' Union)

### **43 2019 – 20 Gender pay gap**

Members received a report of the Chief Employment Services Officer which presented the pay gap data for 2019.

It was reported that, based on average hourly earnings the Authority the gender pay gap as at 31 March 2020 was 14.7% which represented a small improvement from the previously recorded 15.1%.

The Chief Employment Services Officer responded to the following specific issues raised by Members;

- detailed positive action plans to increase numbers of female firefighters
- under-representation in the higher pay bands
- talent management and progression
- flexibility of shift patterns

### **RESOLVED**

That the gender pay gap report 2019 - 20 be approved for publication on the government and West Yorkshire Fire and Rescue Service's websites as statutorily required.

### **44 Any other business**

The Chair permitted the following issue to be raised at the meeting;

Emergency legislation to allow firefighters, amongst others, to drive ambulances and other non-fire service public service vehicles during the Covid19 crisis.

Members were advised that the legislation had only been put on the statute books on 25 March 2020 and, whilst recognising that it was a positive move and in the best interests of the public, no definitive information from West Yorkshire Fire and Rescue Service on the implications for its firefighters arising from the legislation could be provided to Members at this stage.

Chair