

# Workforce Board

## Agenda

Tuesday 11 September 2012  
11.30 am

The Westminster Suite (8th floor)  
Local Government House  
Smith Square  
Westminster  
London  
SW1P 3HZ

**To:** Members of the Workforce Board  
**cc:** Named officers for briefing purposes

## **Guidance notes for visitors**

**Local Government House, Smith Square, London SW1P 3HZ**

### **Welcome!**

Please read these notes for your own safety and that of all visitors, staff and tenants.

### **Security**

All visitors (who do not already have an LGA ID badge), are requested to report to the Reception desk where they will be requested to sign in and will be handed a visitor's badge to be worn at all times whilst in the building.

### **Fire instructions**

In the event of the fire alarm sounding, vacate the building immediately following the green Fire Exit signs. Go straight to the assembly point in Tufton Street via Dean Trench Street (off Smith Square).

**DO NOT USE THE LIFTS.**

**DO NOT STOP TO COLLECT PERSONAL BELONGINGS.**

**DO NOT RE-ENTER BUILDING UNTIL AUTHORISED TO DO SO.**

### **Members' facilities on the 7th floor**

The Terrace Lounge (Members' Room) has refreshments available and also access to the roof terrace, which Members are welcome to use. Work facilities for members, providing workstations, telephone and Internet access, fax and photocopying facilities and staff support are also available.

### **Open Council**

"Open Council", on the 1st floor of LG House, provides informal meeting and business facilities with refreshments, for local authority members/officers who are in London.



### **Toilets**

Toilets for people with disabilities are situated on the Basement, Ground, 2nd, 4th, 6th and 7th floors. Female toilets are situated on the basement, ground, 1st, 3rd, 5th, and 7th floors. Male toilets are available on the basement, ground, 2nd, 4th, 6th and 8th floors.

### **Accessibility**

Every effort has been made to make the building as accessible as possible for people with disabilities. Induction loop systems have been installed in all the larger meeting rooms and at the main reception. There is a parking space for blue badge holders outside the Smith Square entrance and two more blue badge holders' spaces in Dean Stanley Street to the side of the building. There is also a wheelchair lift at the main entrance. For further information please contact the Facilities Management Helpdesk on 020 7664 3015.

### **Further help**

Please speak either to staff at the main reception on the ground floor, if you require any further help or information. You can find the LGA website at [www.local.gov.uk](http://www.local.gov.uk)

**Please don't forget to sign out at reception and return your badge when you depart.**

**Workforce Board**  
11 September 2012

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The **Workforce Board** will be held on **Tuesday 11 September 2012** at **11.30am**, in the **Westminster Suite (8<sup>th</sup> floor)**, **Local Government House, Smith Square, London SW1P 3HZ**.

Please note that there will be a meeting for Lead Members in the Horseferry Room (7<sup>th</sup> floor) at 10.30am. Lunch will be available in the Westminster Suite side room at **12.30pm** and refreshments will be available in the meeting room on arrival.

**Apologies**

Please notify your political group office (see contact telephone numbers below) if you are unable to attend this meeting, so that a substitute can be arranged and catering numbers adjusted, if necessary.

**Labour:** Aicha Less: 020 7664 3263 email: [aicha.less@local.gov.uk](mailto:aicha.less@local.gov.uk)  
**Conservative:** Luke Taylor: 020 7664 3264 email: [luke.taylor@local.gov.uk](mailto:luke.taylor@local.gov.uk)  
**Liberal Democrat:** Evelyn Mark: 020 7664 3235 email: [libdem@local.gov.uk](mailto:libdem@local.gov.uk)  
**Independent:** Group Office: 020 7664 3224 email: [independent.group@local.gov.uk](mailto:independent.group@local.gov.uk)

**Attendance Sheet**

Please ensure that you sign the attendance register, which will be available in the meeting room. It is the only record of your presence at the meeting.

**Location**

A map showing the location of Local Government House is printed on the back cover.

**Contact**

Frances Marshall - Tel: 020 7664 3220; e-mail: [frances.marshall@local.gov.uk](mailto:frances.marshall@local.gov.uk)

**Carers' Allowance**

As part of the LGA Members' Allowances Scheme a Carer's Allowance of up to £6.08 per hour is available to cover the cost of dependants (ie. children, elderly people or people with disabilities) incurred as a result of attending this meeting.

**Guest WiFi in Local Government House**

This is available in Local Government House for visitors. It can be accessed by enabling "Wireless Network Connection" on your computer and connecting to LGH-guest, the password is Welcome2010LG.

**Hotels**

The LGA has negotiated preferential rates with Club Quarters Hotels in central London. Club Quarters have hotels opposite Trafalgar Square, in the City near St Pauls Cathedral and in Gracechurch Street, in the City, near the Bank of England. These hotels are all within easy travelling distance from Local Government House. A standard room in a Club Quarters Hotel, at the negotiated rate, should cost no more than £149 per night.

To book a room in any of the Club Quarters Hotels please link to the Club Quarters website at <http://www.clubquarters.com>. Once on the website enter the password: localgovernmentgroup and you should receive the LGA negotiated rate for your booking.



## Agenda

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### Workforce Board

11 September 2012

11.30am -1.30pm

The Westminster Suite (8<sup>th</sup> floor), Local Government House

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	<b>Item</b>	<b>Page</b>	<b>Time</b>
1.	<b>Declarations of Interest</b> Opportunity for Members to declare any personal or prejudicial interests.		
2.	<b>Membership, Terms of Reference and Appointments</b>	5	11.30
3.	<b>Negotiations Update - CONFIDENTIAL</b>	13	11.35
4.	<b>Pensions Update - CONFIDENTIAL</b>	25	12.10
5.	<b>Strategy Team Update - CONFIDENTIAL</b>	39	12.45
6.	<b>Notes from the Previous Meeting - CONFIDENTIAL</b>	43	13.20

**Date of Next Meeting:** Wednesday 29 November 2012



**Workforce Board - Updated : 01.08.12**

**Workforce Board - Membership 2012-2013**

<b>Councillor</b>	<b>Authority</b>
<b>Conservative (8)</b>	
Roger Phillips [ <b>Deputy-Chair</b> ]	Herefordshire Council
Ian Grant	West Lancashire BC
Mary Malin	Kettering BC
Chris Saint	Stratford on Avon DC
Ken Thornber CBE	Hampshire CC
Ivan Ould	Leicestershire CC
James Jamieson*	Central Bedfordshire Council
Ken Meeson*	Solihull MBC
<b>Substitutes</b>	
Harvey Siggs	Somerset CC
Richard Burrett**	Crawley BC
Rory Love**	Shepway DC
Chris Knight**	Camden LB
<b>Labour (6)</b>	
Mayor Sir Steve Bullock [ <b>Chair</b> ]	Lewisham LB
Richard Williams*	Southampton City
Sian Timoney*	Luton BC
Alan Dean*	City of Liverpool
Dave Allan*	Sunderland City
Alyson Barnes*	Rossendale BC
<b>Substitute:</b>	
Vince Maple**	Medway
<b>Liberal Democrat (3)</b>	
Stephen Knight [ <b>Vice Chair</b> ]	Richmond upon Thames LB
Steven Comer	Bristol City
Simon Shaw* [substitute 2012/2013]	Sefton MBC
<b>Substitute:</b>	
Colin Hay**	Cheltenham BC
<b>Independent (1)</b>	
Norman Murphy [ <b>Deputy Chair</b> ]	Scarborough BC
<b>Substitute:</b>	
Linda Van den Hende**	Havering LB
<b>Welsh LGA</b>	
Alun Thomas*	Neath Port Talbot
<b>Substitute:</b>	
Peter Rees*	Neath Port Talbot

\* new member

\*\* new substitute





## **Workforce Board Membership, Terms of Reference and Appointments 2012/13**

### **Purpose of report**

To ask the Workforce Board to note its Membership, Terms of Reference and the Outside Bodies appointments for 2012/13. The nominations to the Outside Bodies appointments will be circulated at the meeting.

### **Summary**

The Board's Membership (**Appendix A**) and Terms of Reference (**Appendix B**) are attached to this report. The Outside Bodies to be appointed for 2012/13 are attached at **Appendix C**. The names of those Members nominated to these bodies will be tabled at the meeting.

### **Recommendation**

That the Workforce Board notes its Membership, Terms of Reference and Outside Bodies appointments for 2012/13.

### **Action**

No further action necessary.

**Contact officer:** Frances Marshall  
**Position:** Programme Support Officer (Member Services)  
**Phone no:** 020 7664 3220  
**E-mail:** [frances.marshall@local.gov.uk](mailto:frances.marshall@local.gov.uk)



**Appendix A - 2012 /13 Workforce Board Membership**

<b>Councillor</b>	<b>Authority</b>
<b>Conservative (8)</b>	
Roger Phillips [ <b>Deputy-Chair</b> ]	Herefordshire Council
Ian Grant	West Lancashire BC
Mary Malin	Kettering BC
Chris Saint	Stratford on Avon DC
Ken Thornber CBE	Hampshire CC
Ivan Ould	Leicestershire CC
James Jamieson	Central Bedfordshire Council
Ken Meeson	Solihull MBC
<b>Substitutes</b>	
Harvey Siggs	Somerset CC
Richard Burrett	Crawley BC
Rory Love	Shepway DC
Chris Knight	Camden LB
<b>Labour (6)</b>	
Mayor Sir Steve Bullock [ <b>Chair</b> ]	Lewisham LB
Richard Williams	Southampton City
Sian Timoney	Luton BC
Alan Dean	City of Liverpool
Dave Allan	Sunderland City
Alyson Barnes	Rossendale BC
<b>Substitute:</b>	
Vince Maple	Medway
<b>Liberal Democrat (3)</b>	
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<b>Substitute:</b>	
Colin Hay	Cheltenham BC
<b>Independent (1)</b>	
Norman Murphy [ <b>Deputy Chair</b> ]	Scarborough BC

**Item 2**

<b><i>Substitute:</i></b>	
Linda Van den Hende	Havering LB
<b>Welsh LGA</b>	
Alun Thomas	Neath Port Talbot
<b><i>Substitute:</i></b>	
Peter Rees	Neath Port Talbot

## **Appendix B – Workforce Board Terms of Reference**

1. The purpose of the Workforce Board is to provide strategic oversight of all the Local Government Association's (LGA) policy and improvement activity in relation to a range of workforce issues. These include:
  - 1.1 pay and reward
  - 1.2 productivity
  - 1.3 pensions
  - 1.4 the role and responsibilities of the employers the LGA represents
  - 1.5 workforce development
  - 1.6 equalities
  - 1.7 other strategic workforce challenges.
2. These are in line with the LGA priorities.
3. Boards should seek to involve councillors in supporting the delivery of these priorities. This can be through task groups, rural and urban commissions, special interest groups (SIGs), regional networks and other means of wider engagement. They are operating essentially as the centre of a network connecting to all councils and drawing on the expertise of key advisors from the sector.
4. The Workforce Board will be responsible for:
  - 4.1 Developing a thorough understanding of council priorities and performance in the areas of responsibility, using strong networks and robust information.
  - 4.2 Helping to shape the LGA business plan by ensuring the priorities of the sector are fed into the process.
  - 4.3 Overseeing a programme of work to deliver the strategic priorities set by the LGA Executive, covering lobbying and campaigns, research and or policy, good practice, improvement support and events - as specified in the business plan, taking into account linkages with other policy boards where appropriate.

**Item 2**

- 4.4 Representational and lobbying activities on behalf of the LGA and responsibility for the promulgation of activity through public statements in its areas of responsibility.
  - 4.5 Building and maintaining effective relationships with key stakeholders.
5. The Workforce Board may:
- 5.1 appoint members to relevant outside bodies in accordance with guidance in the Political Conventions.
  - 5.2 appoint member 'champions' where appropriate (who must be a current member of the board) on key issues, with responsibility for liaising with portfolio-holders on key issues that require rapid response and or contact with councils.

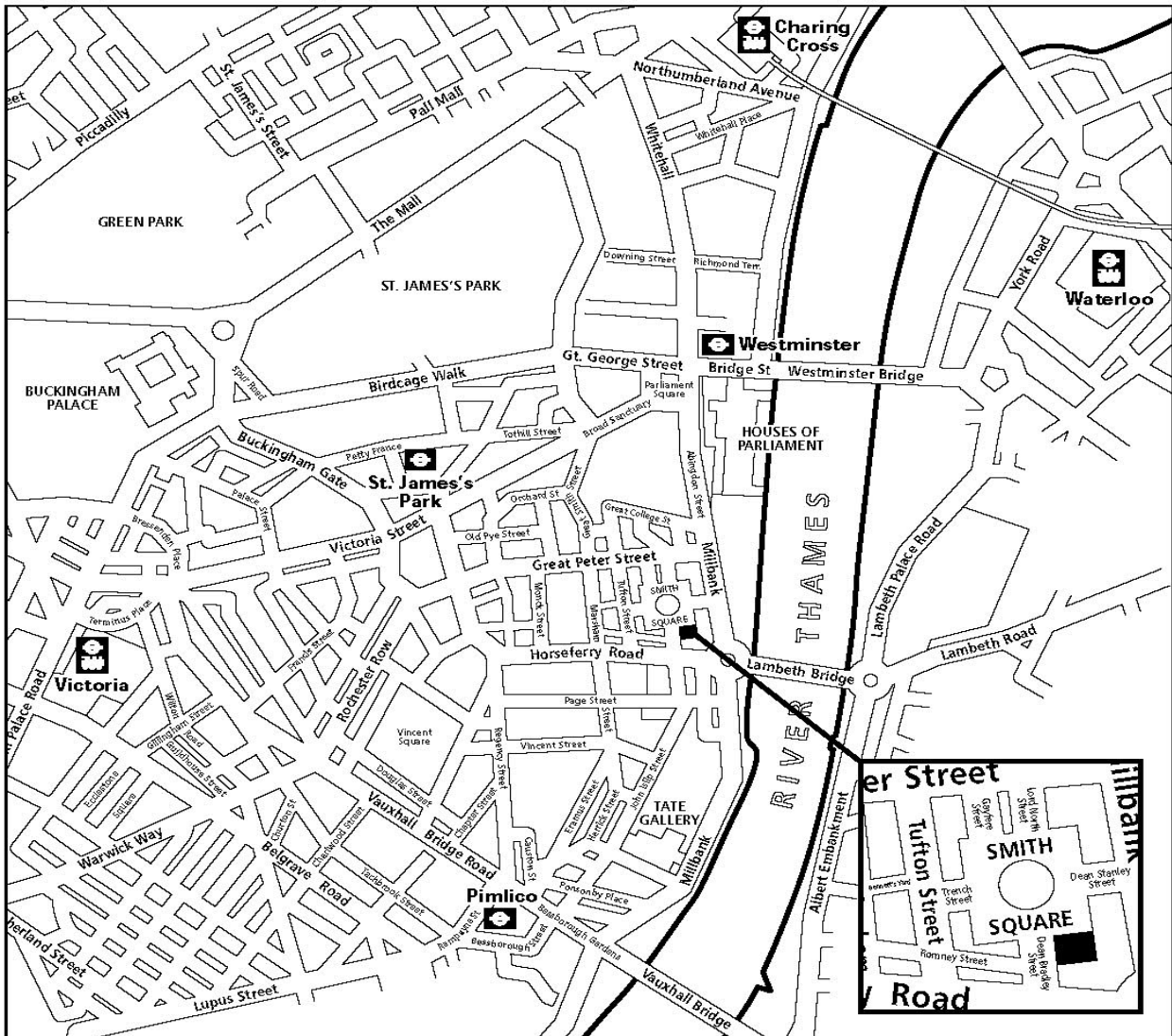
**Appendix C – Workforce Board Appointments to Outside Bodies – 2012/13**

<b>Organisation</b>	<b>Background</b>	<b>Positions</b>	<b>Expenses</b>	<b>Key Contact</b>
Partnership of Public Employers (PPE) UK General Assembly Local Government House Smith Square London SW1P 3HZ	PPE is a social partner organisation representing public service employers, employers' organisations and employers providing services in the general interest, nationally and in Europe.	10 LGA member seats	LGA will cover reasonable travel and subsistence.	David Algie Tel: 020 7187 7329 Email: <a href="mailto:David.Algie@local.gov.uk">David.Algie@local.gov.uk</a>
Partnership of Public Employers (PPE) UK Executive Local Government House Smith Square London SW1P 3HZ	This meets to discuss issues which are then referred back to the General Assembly for decision.	3 LGA member seats	LGA will cover reasonable travel and subsistence.	<a href="mailto:David.Algie@local.gov.uk">David.Algie@local.gov.uk</a>





## LGA Location Map



### Local Government Association

Local Government House  
 Smith Square, London SW1P 3HZ  
 Tel: 020 7664 3131  
 Fax: 020 7664 3030  
 Email: [info@lga.gov.uk](mailto:info@lga.gov.uk)  
 Website: [www.lga.gov.uk](http://www.lga.gov.uk)

### Public transport

**Local Government House** is well served by public transport. The nearest mainline stations are;

#### Victoria

and **Waterloo**; the local underground stations are **St James's Park** (District and Circle Lines); **Westminster** (District, Circle and Jubilee Lines); and **Pimlico** (Victoria Line), all about 10 minutes walk away. Buses **3** and **87** travel along **Millbank**, and the **507** between Victoria and Waterloo goes close by at the end of **Dean Bradley Street**.

#### Bus routes - Millbank

**87** Wandsworth - Aldwych **N87**  
**3** Crystal Palace - Brixton - Oxford Circus

### Bus routes - Horseferry Road

**507** Waterloo - Victoria  
**C10** Elephant and Castle - Pimlico - Victoria  
**88** Camden Town - Whitehall - Westminster - Pimlico - Clapham Common

### Cycling Facilities

Cycle racks are available at Local Government House. Please telephone the LGA on 020 7664 3131.

### Central London Congestion Charging Zone

Local Government House is located within the congestion charging zone. For further details, please call 0845 900 1234 or visit the website at [www.cclondon.com](http://www.cclondon.com)

### Car Parks

**Abingdon Street Car Park**  
 Great College Street  
**Horseferry Road Car Park**  
 Horseferry Road/Arneway Street