

# **AGENDA ITEM NO: 15**

## **WEST YORKSHIRE PASSENGER TRANSPORT AUTHORITY**

### **AT A MEETING OF THE STAFFING WORKING GROUP HELD IN WELLINGTON HOUSE ON THURSDAY 22 MARCH 2007**

**PRESENT:** Councillor A Wallace (Chair)

Councillors D Congreve, S King and M Lyons

#### **6. APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor C Greaves.

#### **7. DECLARATIONS OF INTEREST**

There were no personal or prejudicial interests declared at the meeting.

#### **8. MINUTES**

**RESOLVED** - That the minutes of the meeting held on 8 December 2006 be approved.

#### **9. SICKNESS/ATTENDANCE POLICY UPDATE**

The Working Group considered a report of the Passenger Transport Executive on Metro's short and long-term sickness levels on a section by section basis.

The report gave a breakdown of the illnesses for long term sick over the 12 month period. The Working Group welcomed the overall sickness performance in Metro which they recognised compared very favourably with other PTEs and West Yorkshire District Councils, however they did identify certain sections in the organisation which required further management intervention.

The Working Group were informed of the sickness procedures currently in place and were also reminded of the Back to Health programme approved in December 2006 which would ensure early intervention and prompt referral to medical care and Metro's wide occupational health programme for the organisation. The success of the programme would be reviewed with a view to the development of a future plan for occupational health. Members were reassured that if the projected sickness levels were not achieved other strategies would be considered.

**RESOLVED -**

- (a) That the report be noted.
- (b) That sickness monitoring reports be sent to members of the Working Group and Chair of the Authority on a monthly basis.

**10. MATERNITY/ADOPTION LEAVE PAYMENT SCHEMES**

The Working Group considered a report of the Passenger Transport Executive seeking approval of the new maternity/adoption leave payment schemes in the light of the Maternity and Parental Leave (Amendment) Regulations 2006 which would be introduced on 1 April 2007.

Members were informed of Metro's current entitlements offered to Metro staff which already met the existing statutory obligations laid down by the Government. The Working Group recommended that in order for Metro to continue as a forward thinking organisation which strived to be an employer of choice to attract and retain valuable knowledge and skills, the period of paid maternity leave should be increased from 26 weeks to 39 weeks from 1 April 2007. This would mean paying 6 weeks at 90% pay plus 33 weeks at 50% pay.

Comment was made that the current paternity arrangements would remain the same which allowed them up to 2 weeks paid leave.

**RESOLVED** – That the extension of maternity/adoption pay to 33 weeks at 50% of salary be approved.

**11. EXCLUSION OF THE PRESS AND PUBLIC**

The Authority considered a recommendation to exclude the press and public from the following items which contained exempt information as defined in paragraph 3 of Schedule 12a Local Government Act 1972.

**RESOLVED** - It was agreed that, because disclosure of the report would disclose financial information relating to individuals, the public interest would be better served by maintaining the exemption and, therefore, that the press and public should be excluded.

**12. THE EXECUTIVE MANAGEMENT STRUCTURE**

The Working Group considered a report of the Passenger Transport Executive on proposed changes to the Executive's Management structure and remuneration of the 3 Directors.

The Working Group supported the requirement for an additional Executive Director post due to the additional workload and current levels of responsibility and the future challenges facing the Senior Management structure of the Passenger Transport Executive. These included:

- City Region Transport Vision
- Bus Rapid Transit
- Road Transport Bill
- Quality Contracts/Quality Partnerships

It was also proposed that the Director of Passenger Services would deputise for the Director General in his absence.

The Working Group noted that the Deputy Chief Financial Officer had agreed to extend his contract until March 2008.

**RESOLVED -**

- (a) That the revised structure and remuneration as detailed in the submitted report be approved.
- (b) That the post of Director, Development be advertised and that the appointment be overseen by an interviewing panel of the Appointed Members of the Authority together with the Clerk/Director General.
- (c) That approval be given for the Director of Passenger Services to deputise for the Director General in his absence.