

PERSONNEL COMMITTEE

(Multi Location Microsoft Teams/Council Chamber)

Members Present:

27 February 2023

Chairperson: Councillor S.A.Knoyle

Vice Chairperson: Councillor A.J.Richards

Councillors: T.Bowen, C.Clement-Williams, S.Grimshaw, S.Harris, J.Henton, S.K.Hunt, J.Hurley, N.Jenkins, S.Jones, D.Keogh, A.Llewelyn, D.M.Peters, C.Phillips and P.D.Richards

Cabinet Members: S.Hunt (Leader), A.Llewellyn (Deputy Leader) S.Harris, W.F.Griffiths, J.Hurley, N.Jenkins, S.Jones, M.Peters

Officers in Attendance: S.McCluskie

1. **Chairs Announcements**

The Chair welcomed everyone to the meeting. The Chair went on to give apologies to the Committee for the typo error noted within the agenda in terms of missing Cabinet Member details.

2. **Declarations of Interest**

Declarations of interest were received from the following Members and Officers.

Cllr. S. Jones for item 6
Cllr. D. Keogh for item 6
Cllr. C Clement-Williams for item 6
Cllr. S. Grimshaw for item 6
S. Rees for item 4

3. **Minutes of the previous meeting**

That the minutes of the previous Personnel Committee held on the 28th November 2022, be approved as an accurate record.

4. **Additional Annual Leave Day for employees covered by the JNC**

An overview of the report was provided by the HR Officer. In 2022 as part of the pay award for local government services, employees were given an extra day annual leave. Today's report is to request an extra annual day leave for the Chief Executive, Chief Officers, Solisbury Committee and Youth and Community Employees for 2023.

Members highlighted the use of acronyms detailed within the report and the mis understanding of what those acronyms referred too. Officers stated acronyms would be excluded from reports going forward.

Members went on to query if there was any financial impact to the proposed request. Officers outlined if members were to approve the additional annual leave for Chief Officers, it would be done as a gesture of good will. Officers would further liaise with the Chief Finance Officer for any associated financial information which would be circulated to Members of the Committee once available.

Decision:

That the recommendation of one day extra annual leave be granted to the Chief Executive, Chief Officers, Solisbury Committee and Youth and Community employees with detailed terms of conditions, from 1st April 2023 for one year.

5. **Christmas/ New Year Holiday Arrangements**

The HR Officer provided the Committee with an overview to the circulated report. Members were informed the report contained Christmas and New Year Holiday dates for 2023/24 and 2024/25.

Officers explained that by providing dates spanning two years, they would be able to help with specific service planning, such as staff leave and office closures throughout the holiday season.

Decision:

That the recommendation along with the report be approved for Christmas/ New Year Holiday arrangements for the years 2023/24 and 2024/25.

6. **Pay Policy Statement**

Officers gave a summary to the circulated information report. Members were made aware that following the Personnel Committee, the report would be presented at full Council on the 15th March 2023 for decision.

Members made reference to the percentage of staff costs amounting to 45% as opposed to 49% in previous years, Members were of concern that staff were not currently receiving better pay negotiations especially during recent times of struggle and commitment.

Decision:

That the report be noted for information.

7. **Workforce Information**

There were no further observations or questions to the report.

Decision:

That the report be noted for information.

8. **Gender Pay Gap 2022**

A summary of the gender pay gap was given to the members. Officers explained that the initiative is a component of the Council's Strategic Quality Plan, which includes taking steps to close the gender pay gap. Officers were able to confirm the gender pay gap is currently below the UK average of 14%, with the Authorities averaging at 3%.

Officers notified Members of the upcoming International Women's Day, and a promotion plan for it was apparent in the creation of a mentoring programme that will target low-paid female workers. Women are now being promoted into senior positions at the top of the organisation, marking progress towards gender equality across the Authority.

The purpose of the scheme is to encourage career progression and will be open to all. Members received notice of the online launch event scheduled for the 8th of March 2023. Any interested Members were to contact the Head of People and Organisational Development where a link to the event would be provided thereafter.

Members raised questions relating to intersexuality issues along with legacy work following the current Chief Executives departure. Officers were able to confirm ongoing work with Chwarae Teg in broadening

the approach to improving success rates of women in recruitment, along with those of black, Asian, minority and ethnic backgrounds. Officers went on to update Members to the succession planning toolkit that had been launched the previous year. Succession planning training was provided to management teams and succession plans are currently being developed. Officers were keen to highlight the importance of broadening recruitment within the market to ensure the organisation is as inclusive as possible.

Officers further explained the situation surrounding casual employees and school-based staff within the calculation of the gender pay gap. Members were made aware of a quality impact assessment of the current pay and grading structure and information surrounding this would be presented at the next Personnel Committee.

Members also asked for information on a comparison of statistics from nearby authorities and specifics regarding their gender pay gap policy.

Decision:

That the report be noted for information.

9. **Urgent Items**

There were none.

10. **Access to Meetings**

That pursuant to Section 100A(4) and (5) of the Local Government Act 1972, the public be excluded for the following items of business which involved the likely disclosure of exempt information as defined in Paragraph 15 of Part 4 of Schedule 12A of the above Act. Also pursuant to paragraph 21 of the schedule.

11. **National Pay Negotiations and Industrial Action Update**

Officers provided Members with an overview and update to the private circulated report.

Decision:

That the report be noted for information.

