

# **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

## **PERSONNEL COMMITTEE**

**27<sup>TH</sup> FEBRUARY 2023**

### **REPORT OF THE PRINCIPAL HR MANAGER – DIANE HOPKINS**

#### **Matter for Decision**

**Wards Affected: All wards**

**Additional Annual Leave Day for employees covered by the JNC for Chief Executive, JNC for Chief Officers, the Soulbury Committee and JNC for Youth and Community Workers terms and conditions.**

#### **Purpose of Report**

The purpose of this report is to propose that an additional annual leave day (pro rata for part time employees) be awarded to employees covered by the JNC for Chief Executive, JNC for Chief Officers, Soulbury Committee and JNC for Youth and Community Workers terms and conditions on a temporary basis with effect from 1<sup>st</sup> April 2023 for one year only to reflect the arrangement in place for employees covered by the NJC for Local Government Services employees who were awarded an additional annual leave day (pro-rata for part time employees) as part of the 2022 pay award.

#### **Executive Summary:**

As a result of the 2022 pay award for Local Government Services ('Green Book') employees (detailed in Background below), this proposal is put forward to provide a temporary increase of one day (pro-rata for part-time workers) to the annual leave entitlement of employees covered by the JNC for the Chief Executive, the JNC for Chief Officers, the Soulbury Committee and the JNC for Youth and Community Workers terms and conditions. This proposal is temporary, with effect from 1<sup>st</sup> April 2023 and for one year only and is pending the outcome of the pay negotiations for these groups of employees.

This proposal is put forward as a gesture of goodwill to all of our employees (excluding teachers) for the hard work and commitment shown to the Council.

It is intended that the Council's Annual Leave Policy (attached as Appendix 1) be updated with the additional annual leave day for Local Government Services employees on a permanent basis and the temporary arrangements for the other employee groups covered by this proposal, if approved.

### **Background:**

The 2022 pay award for NJC for Local Government Services ('Green Book') employees included that from 1<sup>st</sup> April 2023, all employees covered by the National Agreement, regardless of their current leave entitlement or length of service, will receive a permanent increase of one day (pro rata for part-time workers) to their annual leave entitlement. The Council will action this with effect from 1<sup>st</sup> April 2023 as a local agreement has been reached with our trade unions to add the additional annual leave day to the annual leave entitlement at the start of the employee's new annual leave year in 2023.

For Members information, the 2023 pay claim for the NJC for Local Government Services employees also includes an additional day of annual leave for personal or wellbeing purposes.

### **JNC for Chief Executives Pay Claim for 2023**

As part of the pay claim for 2023, the JNC for Chief Executives have requested an additional day of annual leave with effect from 1<sup>st</sup> April 2023 plus an additional day of annual leave for personal or wellbeing purposes. Should this be agreed, then this will not mean that three additional days annual leave will be awarded, the temporary day will then fall and the two additional annual leave days allocated in line with the pay claim, if agreed.

### **JNC for Chief Officers Pay Claim for 2023**

As part of the pay claim for 2023, the JNC for Chief Officers have requested an additional day of annual leave with effect from 1<sup>st</sup> April 2023 plus an additional day of annual leave for personal or wellbeing purposes. Should this be agreed, then this will not mean that three additional days annual leave will be awarded, the temporary day will then fall and the two additional annual leave days allocated in line with the pay claim, if agreed.

## **Soulbury Committee**

The pay claim for Soulbury employees for 2022 has not been finalised and further discussions are due to take place in order to seek a resolution. The position at Neath Port Talbot in relation to terms and conditions for Soulbury employees is that they should not be less favourable than the NJC for Local Government Services employees. On that basis, the proposal will cover this group of employees on a temporary basis, pending the outcome of the pay negotiations for 2022 and 2023.

## **JNC for Youth and Community Workers**

The 2022 pay claim for the JNC for Youth and Community Workers has been agreed and did not include an additional day of annual leave. However, in order to be inclusive to all of our workforce, the proposal for the additional day of annual leave will cover this group of employees on a temporary basis, pending the outcome of the pay negotiations for 2023.

## **Financial Impacts:**

The financial impact to the Council will be in relation to any cover arrangements necessary for employees when they take the extra day annual leave. For the majority of our employees this impact will be limited.

## **Integrated impact assessment**

A first stage impact assessment has been undertaken to assist the Council in discharging its legislative duties (under the Equality Act, the Welsh Language Standards (No.1) Regulations 2015, the Well-being of Future Generations (Wales) Act 2015 and the Environment (Wales) Act 2016). The first stage assessment, attached at appendix 1 has indicated that a more in-depth assessment is not required. A summary is included below:

“A full impact is not required as there is no impact on any protected group. It also has no negative impact on bio-diversity or the Welsh Language”.

## **Valleys Communities Impacts:**

No implications.

## **Workforce Impacts:**

This proposal is anticipated to have an extremely positive impact on our workforce as it provides for an additional day of annual leave for rest and recuperation and whilst not part of their pay agreement, it will show that as an employer, the Council values their workforce.

## **Legal Impacts:**

No implications.

## **Risk Management Impacts:**

No implications

## **Consultation:**

There is no requirement for external consultation on this proposal.

## **Recommendations:**

It is recommended that Members **APPROVE** the proposal that an additional annual leave day be awarded to employees covered by the JNC for Chief Executive, JNC for Chief Officers, Soulbury Committee and the JNC for Youth and Community Workers terms and conditions on a temporary basis with effect from 1<sup>st</sup> April 2023 for one year only.

## **Appendices:**

Appendix 1 – Current Annual Leave Policy

Appendix 2 – Integrated Impact Assessment

## **Officer contact**

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