

Employment Committee Agenda

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19 July 2019

To the Members of the EMPLOYMENT COMMITTEE

Councillors: V. H. Lewanski (Chair),

M. A. Brunt

J. S. Bray

S. McKenna

C. M. Neame

Substitutes

Conservatives:

Residents Group:

Green Party:

Councillors:

J. Paul, T. Schofield and R. S. Turner

R. J. Feeney, N. D. Harrison and R. Harper

J. C. S. Essex

For a meeting of the **EMPLOYMENT COMMITTEE** to be held on **MONDAY, 29 JULY 2019** at **7.00 pm** in the Front Committee Room - Town Hall, Reigate.

John Jory
Chief Executive

1. MINUTES (To Follow)

To confirm as a correct record of the Minutes of the adjourned meeting of the Employment Committee held on 10 July 2019 (reconvened on 18 July 2019).

2. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

To receive any apologies for absence and notification of substitutes in accordance with the Constitution.

3. DECLARATIONS OF INTEREST

To receive any declarations of interest.

4. DIRECTOR VACANCY UPDATE

To receive a verbal update from the Chief Executive on the Director Vacancy.

5. WORKFORCE DATA SUMMARY (To Follow)

To consider an overview of the Council's workforce data – high level summary of the workforce profile relating to equalities, employee relations and key HR measures.

6. ORGANISATIONAL DEVELOPMENT APPROACH (To Follow)

To consider an overview of the draft approach for the Organisational Development Strategy. The Employment Committee is asked to consider and endorse this approach.

7. FUTURE WORK PROGRAMME (Pages 5 - 6)

The Committee's work programme is attached for consideration.

8. ANY OTHER URGENT BUSINESS

To consider any item(s) which, in the opinion of the Chair, should be considered as a matter of urgency – Local Government Act 1972, Section 100B(4)(b).

Note: Urgent business must be submitted in writing but may be supplemented by an oral report.

9. EXEMPT BUSINESS

RECOMMENDED that members of the Press and Public be excluded from the meeting for the following item(s) of business under Section 100A(4) of the Local Government Act 1972 on the grounds that:

- (i) it involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Act; and
- (ii) the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

10. DIRECTOR VACANCY UPDATE (EXEMPT)

To consider exempt information in relation to the Director Vacancy.

11. PAY AND REWARD PACKAGE (EXEMPT)

(To Follow)

To receive a presentation from the Head of Organisational Development concerning the Council's Pay and Reward Package.

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Employment Committee – Future Work Programme 2019/20

Meeting 1 (20 June 2019)	Meeting 2 (10 July 2019)	Meeting 3 (29 July 2019)	Meeting 4 (September 2019)	Meeting 5 (December 2019)	Meeting 6 (March/April 2020)
Appointment of Committee Chair/Vice Chair	Recruitment of Section 151 / Chief Finance Officer	Update: Director Vacancy – including feedback from the Employment Working Group	Update: Director Vacancy	Consultation around the (draft) Pay Policy Statement	Future Work Programme – looking ahead to 2020/21
Introduction / Revised Terms of Reference / Membership		Update: Organisational Development / Workforce Data (Discussion)	To consider suitable performance measures for the Organisation Development Strategy – “what does good look like?”	Progress report on Organisation Development Strategy	
Management Team Update (Exempt)		The Council’s Pay and Reward Package	To consider lessons learnt from the “Be a Councillor Campaign”. How can lessons learnt be used to help develop the Council’s organisational culture?	Member Learning and Development – feedback on the 2019/20 programme	
Director Vacancy and Interim Section 151 Arrangements (Recruitment / Timetable / Next Steps)		Future Work Programme	Future Workforce Requirements – to ensure the Council has access to the right skill sets to deliver its objectives.	Workforce Data Summary – six month update	PTO

5

Agenda Item 7

Meeting 1 (20 June 2019)	Meeting 2 (10 July 2019)	Meeting 3 (29 July 2019)	Meeting 4 (September 2019)	Meeting 5 (December 2019)	Meeting 6 (March/April 2020)
Pay Award 2019/20 (Verbal Update)			Service and Financial Planning Discussion	Future Work Programme	
Workforce Data Summary and Organisational Development Approach			Future Work Programme		
Member Learning and Development (Employment Committee)					
Future Work Programme					