

Minutes of a meeting of the **Employment Committee** held at the **New Council Chamber - Town Hall, Reigate** on **Tuesday, 20 June 2023** at **7.30 pm**.

Present: Councillors V. H. Lewanski (Chair); R. Biggs, P. Chandler and J. Baker (Substitute)

1 Election of Chair for 2023/24

Councillor Lewanski was proposed by Councillor Biggs and seconded by Councillor Baker.

RESOLVED that Councillor Lewanski be appointed Chairman of the Employment Committee for the Municipal Year 2023/24.

2 Election of Vice-Chair for 2023/24

Councillor Tary was proposed by Councillor Biggs and seconded by Councillor Lewanski.

RESOLVED that Councillor Tary be appointed Vice-Chairman of the Employment Committee for the Municipal Year 2023/24.

3 Apologies for Absence

Apologies were received from Councillor Tary.

4 Declarations of Interest

There were none.

5 Minutes of the Last Meeting

RESOLVED that the Minutes of the meeting held on 2 January 2023 be approved as a correct record and signed.

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6 Employment Committee - Terms of Reference

RESOLVED that the Responsibility for Functions of the Employment Committee, set out in Part 3a of the Constitution (Terms of Reference), and Procedure Rule 9 – Officer Employment, set out in Part 4 of the Constitution, be noted.



7 Employment Committee Member Training

The Managing Director noted the Committee's role in recruitment to senior roles for which Employment Law and Safer Recruitment training was required.

RESOLVED that the members of the Committee along with substitutes be provided with suitable training to fulfil their recruitment role.

8 Workforce Data Summary and Organisational Development Update

The meeting received the report from the Strategic Head of Organisation & Transformation which provided a high-level summary of workforce data, including sickness absence, employee turnover and equalities data.

The Managing Director introduced the report; it was highlighted that the staff turnover Key Performance Indicator (KPI) was above the 12% target. Whilst this figure was now declining it was not expected to return to the target. This would be reviewed in comparison to others.

In response to Member questions, it was established that:

- Hybrid working allowed the authority to recruit from a much larger talent pool. This was particularly advantageous for more specialist roles. For example, in Revenue and Benefits.
- There had been an increase in the rate of long-term sickness. This reflected the impact of Covid but also the effect of an aging staff body in manual roles. It was highlighted that occupational health was supporting those with long-term sickness.
- The Gender Pay Gap at the authority was the reverse of that usual experienced given the high number of women in senior roles. However, this did not mean that there was complacency and this was still something the authority was seeking to address.

Further information would be provided on:

- The length of time for which roles remained vacant and whether some were persisting over a longer period.
- Data collated through exit interviews (although career change was most often cited as the reason for departing the authority).
- The number of apprenticeships being supported by the authority.
- The bonus pay gap and the -193.4% quoted.

RESOLVED to note the Workforce Data Summary and Organisational Development Update.

9 Future Work Programme

The Committee received a draft future work programme for its consideration. It was noted that the Committee would be consulted on the HR and Organisation Development Strategy.

RESOLVED that subject to the date of the January 2024 meeting being moved to later in the month, the work programme be agreed.

10 Exempt Business

RESOLVED to exclude members of the press and public from the meeting for this item of business under Section 100A(4) of the Local Government Act 1972 on the grounds that:

1. It involved the likely disclosure of information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or officer holders, under the authority; and
2. The public interest in maintaining the exemption outweighed the public interest in disclosing the information.

11 EXEMPT: Pay Award 2024/25

The Managing Director provided the meeting with a verbal update on the Pay Award for 2024/25.

The meeting moved back into open session at the end of the update.

12 Any Other Urgent Business

RESOLVED: that the start of all further meetings of the Committee for the remainder of the municipal year be moved to the earlier start time of 6:30pm.

The meeting finished at 8.30 pm