

## **BOROUGH OF REIGATE AND BANSTEAD**

### **EMPLOYMENT COMMITTEE**

Minutes of a meeting of the Employment Committee held at the New Council Chamber, Town Hall, Reigate on 23 June 2021 at 7.30 pm.

Present: Councillors V. H. Lewanski (Chair), M. A. Brunt (Vice-Chair), T. Schofield, N. D. Harrison and P. Chandler.

**1. ELECTION OF CHAIRMAN FOR 2021/22**

**RESOLVED** that Councillor Lewanski be appointed Chairman of the Employment Committee for the Municipal Year 2021/22.

**2. ELECTION OF VICE-CHAIRMAN FOR 2021/22**

**RESOLVED** that Councillor Brunt be appointed Vice-Chairman of the Employment Committee for the Municipal Year 2021/22.

**3. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

There were none.

**4. DECLARATIONS OF INTEREST**

There were none.

**5. MINUTES OF THE LAST MEETING**

**RESOLVED** that the Minutes of the meeting held on 31 March 2021, be approved.

**6. EMPLOYMENT COMMITTEE - TERMS OF REFERENCE**

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

**7. WORKFORCE DATA SUMMARY AND ORGANISATIONAL DEVELOPMENT UPDATE**

The Head of Organisational Development and HR presented the report which provided a high-level summary of workforce data, including sickness absence, employee turnover and equalities data.

The Interim Head of Strategic Resources explained how responding to the pandemic had given the Council the opportunity to review how it wanted the organisation to look, feel and operate in the future. The biggest Organisational Development priority for 2021/22 would be the 'Enabling Hybrid Working' Programme of work. The programme would be guided by core principles including: the safety of staff, necessity, mutual agreement, behavioural change, and sustainability.

In response to a question, the Leader explained that there was a Member Steering Group for the Enabling Hybrid Working programme, and there would be an Overview and Scrutiny Panel to contribute to the programme.

**8. PAY AWARD 2022/23**

The Interim Head of Paid Service explained how the pay award negotiations would align with Budget and MTFS preparations in the autumn. Consequently, the next meeting of the Committee, set for September, would be moved to October. Members felt that it would be helpful if a comparison between local and national pay scales could be provided to Members in advance of the next meeting.

**9. EMPLOYMENT COMMITTEE MEMBER TRAINING**

Acknowledging that a new Member had joined the Committee this year, it was noted that nearly all the Members and Substitutes of the Employment Committee had previously participated in externally provided training on employment law. Members endorsed a fresh approach that would enable Employment Committee Members to understand the Council's own training and guidance given to Managers in recruitment.

**RESOLVED** that the Head of Organisational Development & HR provide to Committee Members the same training and guidance given to recruiting Managers at the Council.

**10. FUTURE WORK PROGRAMME**

**RESOLVED** that subject to the date of the September meeting being moved to October to better align with the start of the pay negotiation process, the work programme be agreed.

**11. EXEMPT - SENIOR MANAGEMENT UPDATE**

**RESOLVED** that members of the Press and public be excluded from the meeting for this item of business under Section 100A(4) of the Local Government Act 1972 on the grounds that:

- (i) it involved the likely disclosure of exempt information as defined in paragraph 1 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.

The Leader of the Council and the Interim Head of Paid Service provided an update on the Council's Senior Management arrangements.

**12. ANY OTHER URGENT BUSINESS**

There was none.

The Meeting closed at 8.57 pm