

NUNEATON AND BEDWORTH BOROUGH COUNCIL

EMPLOYMENT COMMITTEE

12th September 2023

A meeting of the Employment Committee was held on Tuesday, 12 September 2023. This meeting was held in the Council Chamber and recorded for future publication on the Council's website..

Present

Councillor S. Croft (Chair)

Councillors: D. Brown, M. Green and M. Tromans.

PART I – PUBLIC BUSINESS

- EC07 **Apologies**
Councillor T. Sheppard.
- EC08 **Minutes**
RESOLVED that the minutes of the Employment Committee meeting held on 20th June 2023, be approved, and signed by the Chair.
- EC09 **Declarations of Interest**
Councillor M. Green declared that he has been appointed Director of the Holy Spirit Catholic Multi Academy Trust as of 12th September 2023.
RESOLVED that the declarations of interest are as set out in the Schedule attached to these minutes, with the addition of the Declaration of Interest for Councillor M. Green.
- EC10 **Human Resources Policy Documents**
The Head of People and Culture presented a report to seek approval of the Authorised Leave Policy.
RESOLVED that the Authorised Leave Policy be noted and approved.
- EC11 **HR Metrics Data**
A report of the Head of People and Culture to provide the Committee with an overview of the services provided by the Human Resources function and key statistical information for each area.
RESOLVED that the contents of the report be noted.
- EC12 **Employee Code of Conduct**
The Head of People and Culture presented a report to brief Committee Members on changes to the Employment Code of Conduct.
RESOLVED that
- a) the contents of the report be noted;
 - b) point 5B10 d) be amended to read *'The Council will hold and maintain a record of all Employee Declarations with proper confidentiality and will publish Employee Declarations on the Council's website at Head of Service level or above'* and
 - c) the Employee Code of Conduct be referred to FULL COUNCIL for formal ratification, with the proposed amendment.

EC13 **People Strategy – An Update on Progress**

The Head of People and Culture presented a report which gave the Committee and overview of the ongoing work and progress in relation to the development of the Council's People Strategy.

RESOLVED that

- a) the contents of the report be noted and consideration be given to any strategies; and
- b) point 7.1 be amended to read '*Fostering an inclusive workplace...*' along with an explanation of what 'inclusive workplace' means.

EC14 **Work Programme 2023/24**

To review the Employment Committee Work Programme 2023/24.

RESOLVED that the Work Programme be noted and be subject to change.

EC15 **Exclusion of the Public and Press**

RESOLVED that under section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting during consideration of the following item, it being likely that there would be disclosure of exempt information of the description specified in paragraph (i) and (iv) of Part I of Schedule 12A to the Act.

EC16 **Proposals to Amend Monitoring Officer and Deputy Monitoring Officer Allowances**

A report of the Head of People and Culture made recommendations on revised remuneration levels for Monitoring Officer duties and the introduction of an allowance for Deputy Monitoring Officer duties.

RESOLVED that the revised and proposed remuneration levels for Monitoring Officer and Deputy Monitoring Officer duties be approved.

Chair

Employment Committee - Schedule of Declarations of Interests – 2023/2024

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
	General dispensations granted to all members under s.33 of the Localism Act 2011			Granted to all members of the Council in the areas of: <ul style="list-style-type: none"> - Housing matters - Statutory sick pay under Part XI of the Social Security Contributions and Benefits Act 1992 - An allowance, payment given to members - An indemnity given to members - Any ceremonial honour given to members - Setting council tax or a precept under the Local Government Finance Act 1992 - Planning and Licensing matters - Allotments - Local Enterprise Partnership
	D. Brown	Employed by H.M Land Registry	Regional Coordinator, Ragdoll Rescue Charity. Representative on the following Outside Bodies: <ul style="list-style-type: none"> • Exhall Education Foundation (Council appointment). 	
	S. Croft (Chair)	Employed at Holland & Barrett Retail Ltd	Treasurer of the Conservative Association Member of the following Outside Bodies: <ul style="list-style-type: none"> • Champion for Safeguarding (Children and Adults) • Local Government Superannuation Scheme Consultative Board • West Midlands Employers 	
	M. Green	Employed by Horiba Mira – Engineering Technician	Chair of Education Standards Committee – St Thomas More School. School Appeals Panel Member Our Lady of the Angels Church. President – St Vincent De Paul Society Nuneaton, Member of the George Eliot Fellowship Member of Other Bodies: <ul style="list-style-type: none"> • Friendship Project for Children. 	

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
			<ul style="list-style-type: none"> • Nuneaton Education Strategy Group 	
	T. Sheppard		Member of Unite Union Member of Labour Party	
	M. Tromans	Warwickshire County Councillor (Galley Common) Share in a rental property in Hydes Pastures, Nuneaton	Member of WI Member of the Conservative Party	