



Rutland County Council

Catmose Oakham Rutland LE15 6HP.

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Minutes of the **MEETING of the EMPLOYMENT AND APPEALS COMMITTEE** held in the Council Chamber, Catmose, Oakham on Tuesday, 6th February, 2018 at 7.00 pm

PRESENT:	Mr K A Bool	(Chairman, in the Chair)
	Mr M Oxley	
	Mr A Walters	
	Mr D Wilby	
ABSENT:	Mr J T Dale	
OFFICERS:	Mrs H Briggs	Chief Executive
	Ms C Snell	Head of Human Resources
	Mrs K Cross	Corporate Support Officer
APOLOGIES:	Mr R Clifton	
	Mr A Stewart	

571 DECLARATIONS OF INTEREST

There were no declarations of interest in respect of items on the agenda.

572 MINUTES

The minutes of the Employment & Appeals Committee held on 18 July 2017, copies of which had been previously circulated, were confirmed and signed by the Chairman.

573 PETITIONS, DEPUTATIONS AND QUESTIONS

No petitions, declarations or questions from members of the public had been received.

574 QUESTIONS FROM MEMBERS

No questions from Members had been received.

575 "DYING TO WORK" CHARTER

Report No. 4/2018 was received from the Head of Human Resources. The purpose of the report was to advise the committee of the TUC's campaign for terminal illness to be recognised as a 'protected characteristic' so that an employee with a terminal illness would have a 'protected period' where they cannot be dismissed as a result of their condition.

During the discussion the following points were noted:

- a) 'Protected characteristics' as provided by the Equality Act, include age, disability, gender reassignment, race, religion or belief, sex, sexual orientation, marriage and civil partnership, pregnancy and maternity. Whilst the Equality Act offers some protection for terminally ill employees, the act still allows employers to dismiss an employee because they are terminally ill. The Dying to Work campaign would like to see terminal illness recognised as a 'protected characteristics'. It is possible we will see legislative changes in this area. The Campaign is asking private and public sector employers to commit to the campaign. In the region- Leicestershire County, Leicester City, Nottinghamshire County, Nottingham City and the City of Lincoln Councils have already committed their support.
- b) Signing up to this charter would send an important message to staff on how RCC as an employer would deal with these sensitive situations.
- c) Mr Oxley asked for confirmation on the compassionate leave provision and how much support would be offered. Ms Snell confirmed the leave provision in our existing policy is 5 days however this is looked at on an individual basis and is flexible depending on the circumstances.

RESOLVED

- i. The Committee gave their commitment to the Council signing the voluntary 'Dying to Work' Charter and;
- ii. **APPROVED** the amendment to the Sickness Absence Policy as identified in paragraph 4.3

576 STAFF ENGAGEMENT SURVEY 2017

Report No. 5/2018 was received from the Head of Human Resources with a presentation delivered by the Chief Executive. The purpose of the report was to inform the Committee of the outcome of the Employee Engagement Survey 2017 and comparisons to the 2015 survey.

During discussion the following points were noted:

- a) The committee received a presentation from Mrs Briggs on the results of the survey, comparisons to the 2015 survey and the Council's response to the results and specific programmes of work and actions to be followed.
- b) The Council undertook a staff survey in 2015, the survey was re-run in 2017 using the same company and asking the same questions giving comparable results. The 2017 survey enabled to not only obtain current views and feelings of staff, but also to compare them to 2015 and understand where the actions put in place in 2015 have been successful.
- c) In 2015 a number of staff groups were set up to work against some of the weaker points that came through on the staff feedback, those included looking at staff health and wellbeing and communication.
- d) The biggest change (up 37%) was communication. Since the 2015 staff feedback the one council briefing's had been improved and tv screens scrolling direct communications to staff had been installed around the building.

- e) Mr Oxley questioned whether staff retention especially in the People's Directorate had improved. Ms Snell advised staff turnover had levelled compared to 5 years ago with less use of agency and interim staff.
- f) Mr Walters asked if there were any disparities within departments or pockets of less happy people. Mrs Briggs advised the responses were in the main consistent across the organisation although there were some service areas with pockets of less happy people. The organisation is constantly changing and at the time of the survey, changes within the Places Directorate were happening along with the Business Support Review and that it is likely these had been reflected in some of the comments that came from the survey.

RESOLVED

- i. That the Committee **NOTED** the results of the Employee Engagement Survey 2017 and;
- ii. **NOTED** the proposed actions/direction of travel.

STAFF ENGAGEMENT SURVEY 2017 - PRESENTATION

577 NOTICES OF MOTION

No notices of motion were received.

578 ANY URGENT BUSINESS

Items to be included on the agenda for the next meeting of the Committee include:

- Gender Pay Gap Report
- Annual Report of the Employment & Appeals Committee

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The Chairman declared the meeting closed at 7.57 pm.

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Rutland
County Council

Staff Engagement Survey 2017

Employment and Appeals
Committee

6 February 2018

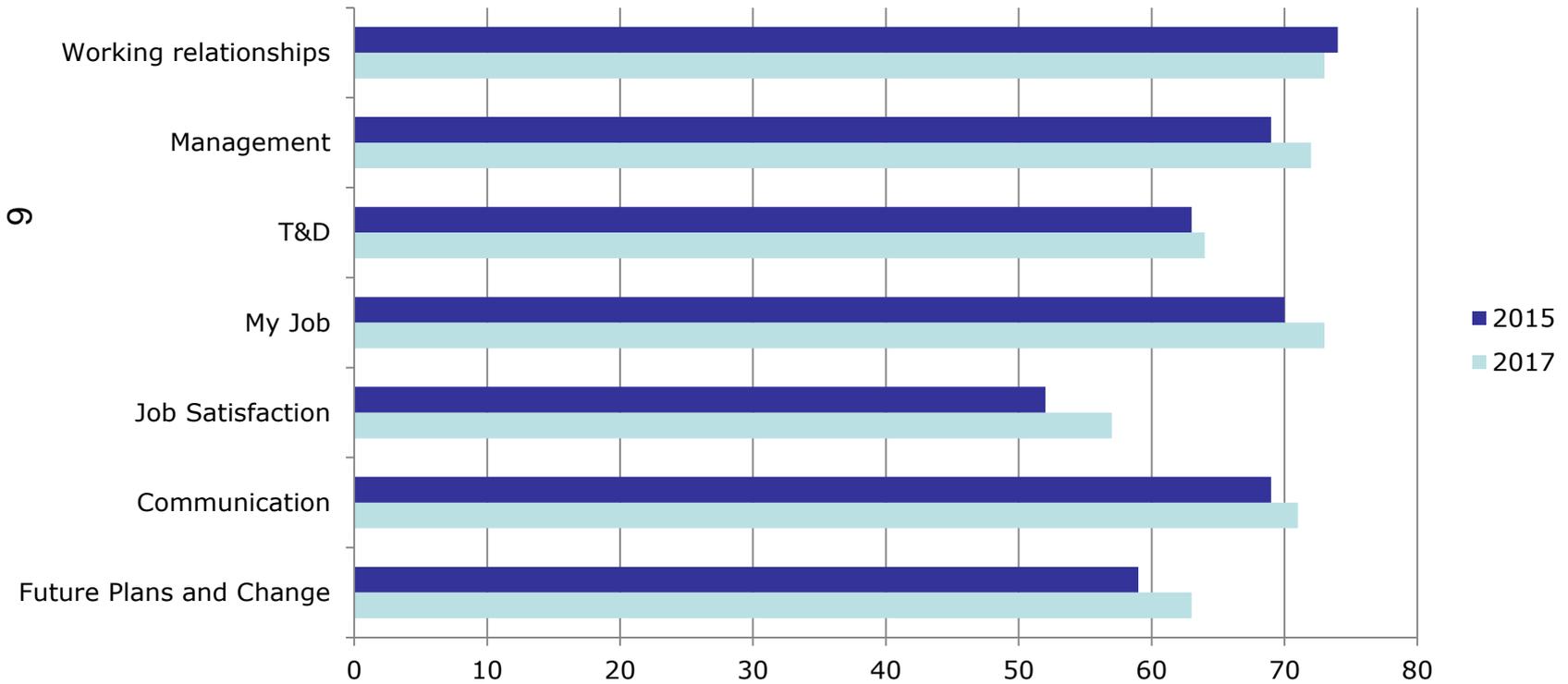
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Minute Annex





The journey since 2015





Some key messages

Strong corporate feedback on the Corporate Plan, Communication and Customer focus

Strengths within teams – ownership and responsibility, sharing and supportive

The top 3 highest favourable scores all relate to external customers

Consistent, improving scores in the Management category – inspirational, accountable.

The biggest change – up 37% 'How effective are the following communication channels to you – One Council Briefing'

More staff would recommend the Council as a place to work compared to 2015

Good response to opportunities, health and wellbeing.

Mixed views around flexible working options – new Q38, vs. open comments – some high expectations.

Open comments – lots of feedback about accommodation/office environment – not where we should be.



Some really good news messages

- Staff understand the need for us to change in order to be successful – 92%
- They feel accountable as part of the Council, a member of their team and as an individual – 91%
- They strive to be the best they can be very day – 91%
- Communication between employees and managers is getting better
- More staff feel they have the tools and resources to do their job well



But we need to work on ...

- How we implement 'change' – no matter what the scale of the change – timing, engagement, involvement, communication
- How we can support and enable staff to communicate better between teams and
 - ensure departments understand more about other departments and services
- Building on staff morale and ensuring staff feel valued and recognised
- Managing performance and accountability – striving to get it right first time.
- Better acknowledge and recognise a job well done – show staff more positively and proactively that we value their contribution
- How can we develop clearer pathways and career development opportunities
- Improve the working environment – cleaning, heating, office equipment.



So, we will ...

Relaunch One Council – involve staff	Do some 'fun' learning - 'Art of Brilliance'
Engagement focus groups managing change, performance, flexible working - not just about Catmose	Workforce Development Strategy – due for review in 2018 – align to One Council Values
Accommodation/working environment – ask staff what improvements they could make	Rutland Manager – Leadership Behaviours
Targeted leadership programmes	Core Skills programme
360 feedback	Apprentices
Performance management – focus on what matters	Review the PDR Scheme



Outcomes – where do we want to get to?

- ✓ *Staff are excited about working for Rutland*
- ✓ *'One Council' branding - link to performance and accountability*
- ⇒ ✓ *Demonstrate we are serious and committed to employees health, wellbeing and work life balance; a good story for Rutland as an employer.*
- ✓ *Employees are engaged in solutions so we focus on changes that matter the most to people on a day to day basis*
- ✓ *We manage core things really well and have the skills and ability to ensure we deliver strategic aims and objectives*
- ✓ *Manage the things we don't do so well*
- ✓ *Deliver what is expected of us and feel valued and recognised*

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