



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, Rutland, LE15 6HP on Tuesday, 17th July, 2018 at 7.00 pm

PRESENT:	Mr K Bool Mr J Dale	Mr M Oxley
ABSENT:	Mr N Begy	
OFFICERS PRESENT:	Miss C Snell Mrs E McGarry Mrs J Morley	Head of Human Resources Assistant HR Advisor Governance Officer

148 APOLOGIES FOR ABSENCE

Apologies for absence were received from Miss G Waller, Mr A Walters and Mr D Wilby. Mr J Dale attended as a substitute for Miss Waller.

149 DECLARATIONS OF INTEREST

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

150 TERMS OF REFERENCE

The terms of reference, number of places and voting places, membership and dates of meeting of the Employment and Appeals Committee were noted by the Committee.

151 MINUTES

The minutes of the Employment and Appeals Committee held on 6 February 2018, copies of which had been previously circulated, were confirmed and signed by the Chairman.

152 PETITIONS, DEPUTATIONS AND QUESTIONS

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

153 QUESTIONS FROM MEMBERS

No questions from Members were received.

154 NOTICES OF MOTION

No notices of motion were received.

155 ANNUAL REPORT OF THE EMPLOYMENT AND APPEALS COMMITTEE

Report No. 98/2018 was received from the Chair of the Employment and Appeals Committee.

The Head of Human Resources introduced the report, the purpose of which was to set out the work of the Committee for 2017/18 in an annual report in line with best practice.

During discussion the following points were noted:

- The amended policies outlined in 3.1 of the report were now in place and effective.
- There was now a plaque in reception to confirm the Council's signing of, and commitment to, the 'Dying to Work Charter'
- The staff engagement survey had been well received and would lead to a new Workforce Development Strategy later in the year.

RESOLVED:

The Committee **APPROVED** the annual report of the Employment and Appeals Committee.

156 GENDER PAY GAP

Report No. 99/2018 was received from the Director for Resources.

The Head of Human Resources introduced the report the purpose of which was to advise the Committee of the first set of Gender Pay Gap data reported for the Council and any associated implications and actions.

During discussion the following points were noted:

- The new rules on organisations reporting data about their gender pay gap had come about primarily because of concerns in the private sector.
- Equal pay had been a significant priority for many years across the Public Sector.
- Within the Council system, it would not be possible to appoint a women at a lower salary level than a man if they did the same job. Roles were carefully evaluated and given a grading within the pay structure.
- Most authorities adhered to national pay scales but placement of grades within that scale was a local decision.
- Historically there had been two pay scales; one for administrative jobs and one for manual jobs. The introduction of a single status pay scale was about eliminating the bias between these two types of roles.
- As this was only the first year of reporting on this specific gender pay gap data, Members would be interested in next year when year on year comparisons could be made.

RESOLVED

The Committee **NOTED** the report.

157 HR POLICIES

Report No 100/2018 was received from the Director for Resources.

The Head of Human Resources introduced the report the purpose of which was to seek approval for a combined policy to reflect the Council's Family Friendly policies including Maternity, Paternity Adoption and Shared Parental Leave. The report also sought approval for an updated Flexible Retirement Policy.

During discussion the following points were noted:

- A flexible retirement policy was a provision in the Local Government Pension Scheme so not providing one was not an option. However the Council did not have to approve requests and would only consider those that met the criteria in terms of workplace requirements and financial implications.
- Officers were working on introducing a new pay spine for April 2019. No-one would be disadvantaged or worse off because of it.

RESOLVED

The Employment and Appeals Committee;

1. Considered and **APPROVED** the combined Umbrella Families Policy which replaced four separate policies (Appendix A)
2. Considered and **APPROVED** the Flexible Retirement Policy (Appendix B)
3. **NOTED** the update on the NJC Green Book pay spine.

158 ANY URGENT BUSINESS

No items of urgent business were received.

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

- Revised Pay Spine to be introduced in April 2019.

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The Chairman declared the meeting closed at 7.35 pm.

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