

EMPLOYMENT COMMITTEE

23 NOVEMBER 2023

PRESENT:

Councillors S Wilcox (Chair), Powell (Vice-Chair), Bennion, Bragger, Harvey-Coggins, Hill and Robertson

6 APOLOGIES FOR ABSENCE

Apologies of absence were received from Councillors Banevicious and Hawkins.

7 DECLARATIONS OF INTEREST

Councillor Powell declared a non-pecuniary interest in item no. 6.

8 MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting were signed and approved as a correct record.

9 FOUNDATION LIVING WAGE

The Assistant Director Operations, Regulation and Enforcement presented a report on the Foundation Living Wage (FLW). It was reported that the council was following in line with this.

The Committee discussed the commitment on this matter and if it could in the future be re considered if the National minimum wage were to change. Members were reminded that it was the council that brought forward the proposal and that it would be down to them to do the opposite as long as it is maintained.

Members discussed the importance of the Living Wage and to keep maintaining the Living wage for all Council staff. It was confirmed that all the arrangements are in place for the payments.

RESOLVED: Approved

10 DISCIPLINARY POLICY

The Committee received an updated report from the Strategic HR Manager on the disciplinary policy. It was noted that in 2022 the existing disciplinary policy needed to be reviewed in areas such as what's expected of all District Council employees. They ensured that with the new policy all situations are dealt with in a fair and transparent manor. The code of practice and the officers code of conduct was also looked at for this policy. There are changes to the policy such as: an easier to read document, issues that arise need to be handled quickly and not delayed, clarification on the role of different individuals and that they are fair in the way employees are dealt with.

The Committee discussed the reasons to why the policy doesn't apply to Lichfield west midlands trade and services company with it being due to them having their own set of policies being a limited company even though they are all based on the same code of conduct.

Members discussed the importance of having a smoother policy to help people understand so that there are less questions to HR and giving managers more autonomy to resolve difficulties at an informal stage with managers knowing what they can and can't do.

RESOLVED: That the following be approved

- The contents of the updated Disciplinary and Grievance Policy as set out in Appendix A to the report; and
- Delegated authority be given to the Assistant Director Operations, Regulation & Enforcement in consultation with the Chair of this committee, to update and republish the Disciplinary and Grievance policy in respect of wider application across the council managing employee performance/conduct and the process and procedures to follow.

11 EXCLUSION OF PRESS AND PUBLIC

That as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted, the public and press be excluded from the meeting for the following items of business, which would involve the likely disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972

12 FLEX RETIREMENT REPORT

The Assistant Director Operations, Regulation and Enforcement presented the report to the committee. No significant concerns were raised by the committee

RESOLVED: The Committee approved the recommendation as set out in the report.

(The Meeting closed at 6.33 pm)

CHAIR