

## EMPLOYMENT COMMITTEE

2 JULY 2019

### PRESENT:

Councillors Humphreys (Chairman), Barnett (Vice-Chair), Birch, Grange, Gwilt, Robertson, Silvester-Hall and Warburton

### 1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Greatorex and S. Wilcox.

### 2 DECLARATIONS OF INTEREST

There were no declarations of interest.

### 3 MINUTES OF THE PREVIOUS MEETING

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

### 4 ROLE OF EMPLOYMENT COMMITTEE

The Committee received a presentation on the role of the Employment Committee and the key threads of work of the human resources and Health and Safety services at the Council. Members noted the composition of the workforce and current issues. A short discussion was held on future challenges and some of the work the committee will be involved with in the next 12 months.

**RESOLVED:** That the information given be noted.

### 5 MEMBERS TRAINING PLAN AND REVIEW OF INDUCTION

The Committee considered the Members training plan for 2019/20 and were asked to give feedback on the Members Induction process following the District Council Elections in May 2019. There was general agreement regarding the necessity and content of the training undertaken to date. Of particular note was the benefit of the initial Induction Session and the Charing skills course, which the members found particularly useful.

Members were advised of the current 2019/20 plan and asked to comment on any key areas that were not included. This prompted an in depth discussion around meeting the needs of new, less experienced members, providing online content wherever possible to allow additional capacity to support members with fewer digital skills.

**RESOLVED:** That the current plan be noted and consideration given to increasing online training for members, targeted IT support via a peer to peer 'IT Buddy' model and IT surgeries, consideration of separate sessions for new and experienced members, and the opportunity for further tours of the Council House and introduction to key officers.

## **6 FLEXIBLE WORKING FRAMEWORK**

The Committee received a report on the revised Flexible Working Framework which had been amended to be in line with best practice and guidance from ACAS and relevant employment legislation.

It was reported that Lichfield District Council supported the principle that employees should enjoy a work-life balance as this recognised the needs of the service whilst at the same time allowing for a degree of flexibility where possible in order to accommodate other commitments and the business benefits it could bring including attraction and retention of staff in a very competitive employment market.

**RESOLVED:** That the updated Flexible Working Framework be approved for adoption.

(The Meeting closed at 8.05 pm)

CHAIRMAN