

EMPLOYMENT COMMITTEE

1 JULY 2020

PRESENT:

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

24 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Gwilt.

25 DECLARATIONS OF INTEREST

There were no declarations of interests.

26 MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting as circulated were agreed.

RESOLVED: That the minutes of the previous meeting be signed as a correct record,

27 SENIOR MANAGEMENT REVIEW

The Committee received a report on the proposed changes to the Senior Management Structure following the departure of three Heads of Service (HoS) and the two Directors. It was also requested that delegated authority be given to amend job titles to aid recruitment if required.

It was reported that following the departure of the two Director roles, it was agreed to reappportion their responsibilities to the existing and re-designated Heads of Service on a trial basis. It was also reported that this structure with fewer tiers of management and more direct lines of accountability had operated very well and this had been demonstrated during the Covid-19 crisis.

It was asked if giving more responsibilities to Heads of Service and having them 'step up' could cause gaps lower in the structure. The Chief Executive reported that she had tasked all HoS to consider the structures of their service areas and submit changes if deemed necessary to carry out all roles effectively. It was noted that the budget for the Director posts had not been deleted as yet and this could be used to aid training and allow for the service area restructures.

When asked, it was confirmed that only informal consultation was undertaken until the Committee had given approval, then the formal consultation started.

It was noted that it may seem that there had been a high turnover of senior management and so requested that context be given. This was agreed and it was noted that departures had been for career opportunities elsewhere and in one case, health reasons. It was reported and the Committee reassured that exit interviews were undertaken and feedback had been received.

It was requested that it be made clear in the proposed structure where the new Deputy Head of Paid Service responsibility would lie and this was agreed.

It was noted that there would be a review of the structure and indeed it would be continuously reviewed by the Chief Executive in her Head of Paid Service role.

- RESOLVED: (1) That the permanent removal of the posts of Director (Community and Place) and Director (Transformation and Resource) from the establishment with immediate effect be approved;
- (2) That confirmation of the Leadership team structure as set out in Appendix 1 to the report be given;
- (3) That re-designation of the position of the Head of Corporate Services to the Head of Governance and Performance, to more effectively reflect their duties and responsibilities including the role of Monitoring Officer be approved;
- (4) That re-designation of Assistant Chief Executive to the Head of Corporate Services and designation of that role as Deputy Head of Paid Service going forward be approved;
- (5) That delegated approval be given to the Head of Governance & Performance, in consultation with the Chair of the Committee, to update the relevant HR policies to the appropriate job titles in the new structure; and
- (6) That delegation be given to the Head of Paid Service and the Chair of the Committee to amend the job title of the Head of Corporate Services as appropriate to maximise recruitment potential to the role before it is advertised.

28 PAY POLICY STATEMENT

Members received a report on the Council's duties under Section 38 of the Localism Act 2011 regarding the preparation of a Pay Policy Statement for 2020/21. It was reported that its purpose was to be open and transparent about the distribution of pay to Officers. It was noted that it was a public document and would require approval from Full Council.

It was noted that the ratio between the pay scales were comparable to other local authorities and it was asked if other allowances like car allowances had been reviewed as well as termination payments. It was reported the car allowance was a national set figure however it was noted that it was on the People Strategy work plan for the coming year and would be considered with other terms of conditions and their appropriateness. It was also noted that benchmarking was undertaken on a regular basis through West Midlands Employers. It was reported that there would be an Exit Pay Cap introduced through legislation and would also be considered via the people Strategy.

Apprenticeships were discussed and it was noted that they were paid as part of the normal pay scale and not the apprenticeship rate. It was requested that the chart be amended to reflect this positive point.

- RESOLVED: (1) That the contents of the updated Pay Policy Statement be approved and recommended for approval by Full Council on 14th July 2020;
- (2) That delegated authority be granted to the Head of Governance & Performance in consultation with the Chairman of this committee, to update and republish the pay policy once the national pay negotiations for 2020 are concluded.

29 GENDER PAY REPORTING

The Committee received a report on the gender pay gap at the authority as of the 31st March. It was reported that Lichfield District Council fared well compared to others nationally and locally however it was noted that due to the Covid-19 pandemic, the legal requirement to produce a report had been postponed for this year and some organisations had taken advantage of that. It was noted that as the Council had got the required data, it was considered right to still publish as planned as a key part of the Council's assurance framework.

It was reported and the Committee was pleased to note that this year the Council's mean pay gap was 5.62% which was a significant drop from 8.48% reported last year. It was noted that this was due to the use of a part time IR35 role to cover senior vacancies in the previous year, the current rate of 5.62% more accurately reflected the actual gap that exists within the workforce profile.

It was reported that there was no glass ceilings at Lichfield District Council and there was a good representation of female officers at the senior level. It was noted however that there were issues around part time staff and males were paid more than females mainly due to the type of work. It was reported that many of the lower quartile staff were the joint waste operatives who were males. This was debated by the Committee and it was asked if a review had been undertaken on how recruitment to joint waste was carried out, including the use of social media, to help mitigate this. It was reported that the new Head of Service for Operational Services was taking this issue seriously and it was a key component of the People Strategy to fully review the recruitment process. It was requested that an update on this be considered by the Committee at their next meeting.

RESOLVED: That the committee note the gender pay gap figures for 2020 and the contents of the report for publication.

The Committee wished to thank all Officers and recognised their dedication in keeping services going and serving the District during the unprecedented times of the Covid-19 pandemic.

(The Meeting closed at 6.55 pm)

CHAIRMAN