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NOTICE OF MEETING

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EMPLOYMENT PANEL

will meet on

MONDAY, 16TH APRIL, 2018

At 5.30 pm

in the

ASCOT AND BRAY - TOWN HALL, MAIDENHEAD

TO: MEMBERS OF THE EMPLOYMENT PANEL

COUNCILLORS LISA TARGOWSKA (CHAIRMAN), EILEEN QUICK (VICE-CHAIRMAN), PHILLIP BICKNELL, STUART CARROLL, DR LILLY EVANS, MJ SAUNDERS, PAUL BRIMACOMBE AND CHRISTINE BATESON

SUBSTITUTE MEMBERS

COUNCILLORS SIMON DUDLEY, LYNNE JONES, DAVID HILTON, JACK RANKIN, JOHN STORY, EDWARD WILSON, SAMANTHA RAYNER AND RICHARD KELLAWAY

Karen Shepherd – Service Lead - Democratic Services - Issued: Friday, 6 April 2018

Members of the Press and Public are welcome to attend Part I of this meeting. The agenda is available on the Council's web site at www.rbwm.gov.uk or contact the Panel Administrator **Karen Shepherd** 01628 796529

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AGENDA

PART I

| <u>ITEM</u> | <u>SUBJECT</u> | <u>PAGE NO</u> |
|-------------|---|--------------------|
| 1. | <u>APOLOGIES FOR ABSENCE</u> To receive any apologies for absence | |
| 2. | <u>DECLARATIONS OF INTEREST</u> To receive any declarations of interest | 5 - 6 |
| 3. | <u>MINUTES</u> To consider the Part I minutes of the meeting held on 12 March 2018. | 7 - 8 |
| 4. | <u>LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC</u> To consider passing the following resolution:- "That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the remainder of the meeting whilst discussion takes place on items 5-6 on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 1-7 of part I of Schedule 12A of the Act" | |

PRIVATE MEETING

5. MINUTES

9 - 12

To consider the Part II minutes of the meeting held on 12 March 2018.

(Not for publication by virtue of Paragraph 1, 2, 4 of Part 1 of Schedule 12A of the Local Government Act 1972)

6. LIFE CHOICES

13 - 18

To consider the above report

(Not for publication by virtue of Paragraph 2, 4 of Part 1 of Schedule 12A of the Local Government Act 1972)

MEMBERS' GUIDE TO DECLARING INTERESTS IN MEETINGS

Disclosure at Meetings

If a Member has not disclosed an interest in their Register of Interests, they **must make** the declaration of interest at the beginning of the meeting, or as soon as they are aware that they have a DPI or Prejudicial Interest. If a Member has already disclosed the interest in their Register of Interests they are still required to disclose this in the meeting if it relates to the matter being discussed.

A member with a DPI or Prejudicial Interest **may make representations at the start of the item but must not take part in the discussion or vote at a meeting.** The speaking time allocated for Members to make representations is at the discretion of the Chairman of the meeting. In order to avoid any accusations of taking part in the discussion or vote, after speaking, Members should move away from the panel table to a public area or, if they wish, leave the room. If the interest declared has not been entered on to a Members' Register of Interests, they must notify the Monitoring Officer in writing within the next 28 days following the meeting.

Disclosable Pecuniary Interests (DPIs) (relating to the Member or their partner) include:

- Any employment, office, trade, profession or vocation carried on for profit or gain.
- Any payment or provision of any other financial benefit made in respect of any expenses occurred in carrying out member duties or election expenses.
- Any contract under which goods and services are to be provided/works to be executed which has not been fully discharged.
- Any beneficial interest in land within the area of the relevant authority.
- Any licence to occupy land in the area of the relevant authority for a month or longer.
- Any tenancy where the landlord is the relevant authority, and the tenant is a body in which the relevant person has a beneficial interest.
- Any beneficial interest in securities of a body where:
 - a) that body has a piece of business or land in the area of the relevant authority, and
 - b) either (i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body **or** (ii) the total nominal value of the shares of any one class belonging to the relevant person exceeds one hundredth of the total issued share capital of that class.

Any Member who is unsure if their interest falls within any of the above legal definitions should seek advice from the Monitoring Officer in advance of the meeting.

A Member with a DPI should state in the meeting: ***'I declare a Disclosable Pecuniary Interest in item x because xxx. As soon as we come to that item, I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'***

Or, if making representations on the item: 'I declare a Disclosable Pecuniary Interest in item x because xxx. As soon as we come to that item, I will make representations, then I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'

Prejudicial Interests

Any interest which a reasonable, fair minded and informed member of the public would reasonably believe is so significant that it harms or impairs the Member's ability to judge the public interest in the item, i.e. a Member's decision making is influenced by their interest so that they are not able to impartially consider relevant issues.

A Member with a Prejudicial interest should state in the meeting: ***'I declare a Prejudicial Interest in item x because xxx. As soon as we come to that item, I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'***

Or, if making representations in the item: 'I declare a Prejudicial Interest in item x because xxx. As soon as we come to that item, I will make representations, then I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'

Personal interests

Any other connection or association which a member of the public may reasonably think may influence a Member when making a decision on council matters.

Members with a Personal Interest should state at the meeting: ***'I wish to declare a Personal Interest in item x because xxx'. As this is a Personal Interest only, I will take part in the discussion and vote on the matter.***

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Agenda Item 3

EMPLOYMENT PANEL

MONDAY, 12 MARCH 2018

PRESENT: Councillors Lisa Targowska (Chairman), Eileen Quick (Vice-Chairman), Phillip Bicknell, Stuart Carroll, MJ Saunders, Christine Bateson, David Hilton and Paul Brimacombe

Officers: Alison Alexander, Terry Baldwin, Karen Shepherd and Nikki Craig

APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Dr L Evans.

DECLARATIONS OF INTEREST

None received.

MINUTES

RESOLVED UNANIMOUSLY: That the Part I minutes of the meeting held on 13 February 2018 be approved.

GENDER PAY GAP

Members considered an updated report covering the council's gender pay gap information based on the council's workforce as at 1 April 2017. This date took into account the changes to the size and shape of the council as a result of transfers of employees to partnership companies. Members noted the comparative figure in tables 1-4 of the report and the commentary provided in paragraph 2.8. The report to the previous Panel had included data in relation to 22 other councils that had already published data. It was noted that many were non-unitary with less than 500 employees. At the last meeting, Members had requested further investigation of those councils with a better performance than the Royal Borough.

Councillor Hilton commented that it was not necessarily a bad thing that people moved up the scale within the borough and then left as they would speak well of the council and the development support provided. The Managing Director commented that the council had experienced this issue; one of the reasons for the partnerships with Optalis and AfC was to provide staff with more opportunities. It would be important that when the data was published it also included the commentary and the main action points planned to address any issues. Members requested that a simple definition of mean and median be included.

Councillor Bicknell commented that the council should focus on having the best person to do the job, whether they were male or female. He asked what success would look like in terms of the gender pay gap. The Head of HR confirmed that the borough's figures were better than the 'national all employees' and the 'public sector all employees' comparator figures, however a number of actions had been identified to close the gap further. The figures would likely vary year on year as the workforce changed but a dramatic shift was not expected. Councillor Brimacombe commented

that given the nature of public sector demographics, it would be important not to make the target unachievable.

The Head of HR explained that the numbers of authorities that had published figures was still quite low as this was the first year reporting had been required. All authorities were required to publish by 31 March 2018. Members therefore requested a follow-up paper at the next meeting to provide a wider comparison,

RESOLVED UNANIMOUSLY: That Employment Panel notes the report and:

- i) Approves the Gender Pay Gap action plan amendment ‘ Women and particularly those working part time, will be encouraged to participate in the council’s 2018/19 management development programme’**

LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC

RESOLVED UNANIMOUSLY: That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the remainder of the meeting whilst discussion takes place on items 6-9 on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 1-7 of part I of Schedule 12A of the Act

The meeting, which began at 6.30 pm, finished at 7.14 pm

CHAIRMAN.....

DATE.....

Agenda Item 5

By virtue of paragraph(s) 1, 2, 4 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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Agenda Item 6

By virtue of paragraph(s) 2, 4 of Part 1 of Schedule 12A of the Local Government Act 1972.

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