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## NOTICE OF MEETING

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## EMPLOYMENT PANEL

will meet on

**MONDAY, 16TH JULY, 2018**

**At 6.30 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 July 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](http://www.rbwm.gov.uk) or contact the Panel Administrator **Karen Shepherd** 01628 796529

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## **AGENDA**

### **PART I**

<b><u>ITEM</u></b>	<b><u>SUBJECT</u></b>	<b><u>PAGE NO</u></b>
1.	<b><u>APOLOGIES FOR ABSENCE</u></b>  To receive any apologies for absence	
2.	<b><u>DECLARATIONS OF INTEREST</u></b>  To receive any declarations of interest	5 - 6
3.	<b><u>MINUTES</u></b>  To consider the Part I minutes of the meeting held on 14 May 2018	7 - 10
4.	<b><u>LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC</u></b>  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 5-7 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. | <u>MINUTES</u><br><br>To consider the Part II minutes of the meeting held on 14 May 2018<br><br><b><i>(Not for publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972)</i></b>   | 11 - 14 |
| 6. | <u>SHARED DIRECTOR ADULT SOCIAL SERVICES (DASS)</u><br><br>To consider the above report<br><br><b><i>(Not for publication by virtue of Paragraph 2, 4 of Part 1 of Schedule 12A of the Local Government Act 1972)</i></b> | 15 - 20 |
| 7. | <u>REVIEW OF PAY REWARD SCHEME</u><br><br>To receive the above briefing note<br><br><b><i>(Not for publication by virtue of Paragraph 2, 4 of Part 1 of Schedule 12A of the Local Government Act 1972)</i></b>            | 21 - 24 |



## 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, 14 MAY 2018

PRESENT: Councillors Lisa Targowska (Chairman), Dr Lilly Evans, Paul Brimacombe, Christine Bateson and David Hilton

Officers: Alison Alexander, Karen Shepherd and Nikki Craig

### APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Bicknell, Carroll, Quick and Saunders.

### DECLARATIONS OF INTEREST

Nikki Craig, Alison Alexander and Karen Shepherd declared interests in the item Pay Reward Outcome 2017/18 as officers of the council.

### MINUTES

**RESOLVED UNANIMOUSLY: That the Part I minutes of the meeting held on 16 April 2018 be approved.**

### GENDER PAY GAP - COMPARISON

Members considered comparative gender gap data including the mean and median pay gap. It was noted that the borough ranked mid-table (161 of 320) in comparison to other local authorities, as detailed in Appendix A. In relation to the other Berkshire local authorities, only Reading was ranked higher. The borough ranked fourth in comparison to its 15 statistical neighbours.

Alison Alexander joined the meeting at 6.37pm.

A detailed analysis of ten local authorities had been undertaken but it had proved difficult to identify clear reasons for place rankings. The borough's action plan would stand the borough in good stead to move up the rankings. The Senior Management Team was now equally balanced in terms of gender.

It was confirmed that the council undertook job evaluation for all roles, both new roles and those changed in breadth or depth. The Action Plan included sample testing of job roles to ensure they were correctly evaluated. Councillor Hilton commented that if the council had undertaken proper evaluation and had looked at comparators, it could be satisfied with the current situation.

It was noted that family friendly policies were those that supported flexible working. Members suggested it would be useful to assess staff returning to work after taking maternity leave to determine what factors influenced their return, for example whether part time or full time. The Chairman commented that the more flexibility that could be offered, including condensed hours and working from home, the more likely the council could retain talented staff.

Councillor Brimacombe highlighted four key issues:

- Remuneration for work of equal value
- The opportunity for advancement being gender blind
- The removal of barriers
- The same treatment within posts, for example expectations also being gender blind

**RESOLVED UNANIMOUSLY: That Employment Panel notes the report.**

#### REDUNDANCY PAY COMPARISON

Members considered comparative data on redundancy payments. It was noted that prior to 2008 the council entitlement for redundancy pay included additional week's pay for continuous service. The current policy was actual weekly pay multiplied by the statutory number of weeks, based on age and continuous length of government service. The statutory minimum week's pay was £508. Based on a full time role this equated to a salary of £26,489. In the borough, 27% of staff earned above this level.

Members noted comparative figures for statutory redundancy pay and Royal Borough redundancy pay for differing ages and salary levels. It was noted that from the age of 55 an employee was able to access their pension with no actuarial reduction therefore the council had to pay the difference, this was known as pension strain. The government had proposed a cap of £95,000 for redundancy payments including pension strain and pay in lieu of notice. The council's policy would need to be reviewed when the cap was brought in.

It was noted that although comparative data was available from other public sector organisations, it was not forthcoming from the private sector. Councillor Hilton commented that in the private sector deals were agreed when an individual was made redundant and no company would be prepared to reveal details therefore there was no benchmark the council could use to compare.

Councillor Brimacombe commented that when a role was made redundant this caused disruption to a person's career; the higher their salary the more significant the disruption as there were less jobs available in the pyramid. Therefore the principle of higher redundancy payments for a higher paid job was justified. It was too simplistic to just offer statutory pay if the borough wanted to be an organisation that attracted talent.

Councillor Hilton highlighted that in comparison to other local authorities, as detailed in Appendix B, only one authority paid less than the borough and a number paid more in term so redundancy payments. The NHS was far more generous than local government. It was noted that borough staff who had moved to Achieving for Children and Optalis were TUPE transferred on the same terms and conditions. If they moved to a new role within either organisation they would move to new terms and conditions.

Councillor Brimacombe confirmed that he was happy with the current policy. Councillor Hilton agreed that it was not unreasonable to stay with the current policy; the borough was in line with the majority of local authorities. In any event the borough would have to review its policy when the proposed cap of £95,000 came in. Councillor Dr L Evans highlighted that the borough was in line with its neighbouring councils.

Both Kingston and Richmond, with whom the borough had partnered for AfC, offered more generous terms.

Members thanked officers for the information presented in the report.

**RESOLVED UNANIMOUSLY: That the Employment Panel notes the report.**

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 7-8 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 7.42 pm

CHAIRMAN.....

DATE.....

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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