



Civic Centre,  
Arnot Hill Park,  
Arnold,  
Nottinghamshire,  
NG5 6LU

# Agenda

## Joint Consultative and Safety Committee

Date: **Tuesday 13 March 2018**

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Time: **5.30 pm**

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Place: **Chappell Room**

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For any further information please contact:

**Alec Dubberley**

Service Manager Democratic Services

0115 901 3906

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# Joint Consultative and Safety Committee

## Membership

**Chair**                      Councillor Alex Scroggie

**Vice-Chair**              Councillor Emily Bailey Jay

Councillor Tammy Bisset

Councillor Paul Feeney

Councillor John Parr

Councillor Muriel Weisz

Councillor Paul Wilkinson

## **AGENDA**

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- 1 Apologies for Absence and Substitutions.**
- 2 To approve, as a correct record, the minutes of the meeting held on 28 November 2018.** 5 - 10
- 3 Declaration of Interests.**
- 4 Sickness absence trends.** 11 - 16  
  
Report of the Chief Executive and Service Manager Organisational Development.
- 5 Minor changes to Establishment.** 17 - 18  
  
Report of the Service Manager, Organisational Development.
- 6 Current staffing issues.** 19 - 20  
  
Report of the Chief Executive and Service Manager Organisational Development.
- 7 Any other item which the Chair considers urgent.**

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## **MINUTES JOINT CONSULTATIVE AND SAFETY COMMITTEE**

**Tuesday 28 November 2017**

Councillor Alex Scroggie (Chair)

Present:      Councillor Emily Bailey Jay      Councillor John Parr  
                 Councillor Tammy Bisset      Councillor Muriel Weisz  
                 Councillor Paul Feeney      Councillor Paul Wilkinson

Officers in Attendance:      D Archer,   S Beswick,   A Dubberley,   M Hill   and  
   S Retzlaff

### **103      APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.**

None.

### **104      TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 29 AUGUST 2017.**

#### **RESOLVED:**

That the minutes of the above meeting, having been circulated, be approved as a correct record.

### **105      DECLARATION OF INTERESTS.**

None.

### **106      EXCLUSION OF PRESS AND PUBLIC.**

#### **RESOLVED:**

That, the Members being satisfied that the public interest in maintaining the exemption outweighs the public interest in disclosing the information that under Section 100(A)(4) of the Local Government Act 1972, the public and press be excluded from the meeting during the consideration of the ensuing four reports on the grounds that the report involves the likely disclosure of exempt information as defined in Paragraph 4 of Part 1 of Schedule 12A of the Local Government Act 1972.

### **107      LEISURE CENTRES- STAFFING PROPOSALS**

The Service Manager for Leisure introduced a report, which had been circulated in advance of the meeting, making final recommendations on proposed changes to staffing at the Council's Leisure Centres.

Further comments received from affected staff since the agenda was printed were reported to members.

**RESOLVED to:**

- 1) Note the feedback received from staff and trade unions to the proposals;
- 2) Note the revised proposals contained in section 4 of the report and offer the following comments to the Chief Executive to consider:
  - a) In future should additional working hours become available at centres then steps should be taken to give affected post holders priority when recruitment takes place;
  - b) Officers should carefully monitor the effect of the changes both in terms of standards of cleanliness and customer satisfaction;
  - c) Ensure that adequate staffing arrangements are in place should a medical emergency arise at one of the centres;
  - d) Ensure that options to introduce self-service functions to customers are assessed to improve the customer experience; and
  - e) Concern was expressed that while Members appreciated the need for financial savings, the lower paid members of the workforce appeared to be exclusively affected by the proposals.
- 3) Support the recommendations for consideration by the Chief Executive who, under delegated authority, will authorise the implementation of changes with effect from 1st January 2018.

**108**

**PAY STRATEGY**

The Service Manager Organisational Development introduced a report, which had been circulated prior to the meeting, seeking views on a Pay Strategy that will be endorsed through the Appointments and Conditions of Service Committee as part of the annual Pay Policy Statement to be considered for approval by Full Council.

**RESOLVED to:**

- 1) Support the proposals made by Senior Leadership Team for implementation; and

- 2) Recommend that the Appointments and Conditions of Service Committee endorse the Pay Policy Statement in which the Pay Strategy will be contained and which will subsequently be considered by Full Council for approval.

#### **109            NORMAL PAY DURING HOLIDAYS**

The Service Manager Organisational Development introduced a report, which was circulated prior to the meeting, to formally close consultation on proposed implementation methods to recognise the requirement in law to make normal payments during a four-week period of annual leave each year.

##### **RESOLVED:**

To support the proposal and close consultation on the proposal identified to recognise all additional payments in the calculation of normal pay for the minimum four-week holiday period required in European law.

#### **110            STAND-BY AND CALL OUT; POLICY REVIEW**

The Service Manager Organisational Development introduced a report, which was circulated prior to the meeting, seeking views on local policy changes relating to the provision of out-of-hours' stand-by and call out arrangements before formal changes to policy are presented to the Appointments and Conditions of Service Committee.

##### **RESOLVED to:**

Confirm support the proposals made in sections 3.1- 3.4 of the report to introduce changes to the Stand-by and Call Out Policy within the timescales suggested and consequently to support the progression to the Appointments and Conditions of Service Committee of the revised Stand-by and Call Out Policy proposed at Appendix 4 to the report.

#### **111            SICKNESS ABSENCE- TRENDS**

The Service Manager, Organisational Development, presented the report, which had been circulated prior to the meeting, informing the Committee of the current levels of sickness absence in the organisation and to examine trends.

##### **RESOLVED:**

To note the information.

#### **112            APPRENTICESHIP STRATEGY**

The Service Manager Organisational Development presented a report, which had been circulated prior to the meeting, seeking comments on a draft Apprenticeship Strategy which would be required for when the Council begins hosting its own apprentices.

**RESOLVED:**

To support the strategy for inclusion in the suite of documents that supports the Council's Accredited Apprenticeship Centre.

**113 GENDER PAY GAP**

The Service Manager Organisational Development introduced a report, which had been circulated prior to the meeting, informing Members of the new requirement in law to publish information to show the gender pay gap within this, and other large organisations.

**RESOLVED:**

To note the information.

**114 MINOR CHANGES TO ESTABLISHMENT**

The Service Manager, Organisational Development, presented a report, which was circulated in advance of the meeting, which gave details of minor changes to the establishment.

**RESOLVED:**

To note the report.

**115 CURRENT STAFFING ISSUES**

The Service Manager, Organisational Development, presented a report, which had been circulated prior to the meeting, which gave information about current issues affecting the workforce.

**RESOLVED:**

To note the report.

**116 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.**

None.

The meeting finished at 7.15 pm



Signed by Chair:  
Date:

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## **Report to Joint Consultative and Safety Committee**

**Subject:** Sickness Absence: summary of current trends

**Date:** 13 March 2018

**Author:** Chief Executive  
Service Manager; Organisational Development

### **1. Purpose of the Report**

This is an information item to inform the Committee of the current levels of sickness absence in the organisation and to examine trends. Relevant data is shown at Appendix 1; officers will present a verbal report on the context of this data.

As part of the introduction of this item, officers will also highlight to the Committee through verbal report, any matters of particular current interest in respect to absence management.

### **2. Summary of key data**

Of particular interest to the committee may be:

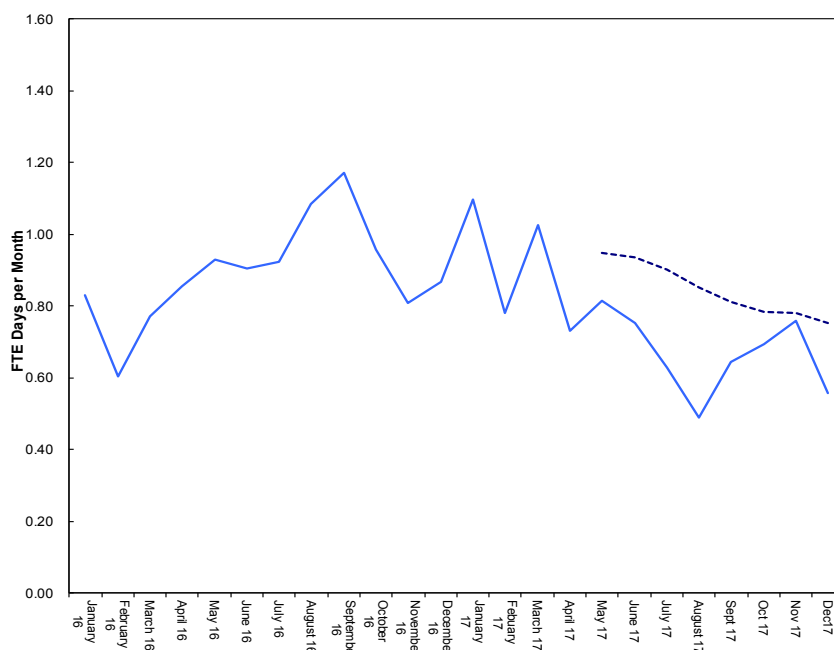
- The summary of trends graph in Appendix 1 shows that for the first nine months of the year absence continues to be within the target of 10 full time equivalent days lost per full time equivalent employee.
- The rate of long-term absence over recent quarters is also shown at Appendix 1. The number of long term cases is higher in December (seven cases) than in September (three cases). In December such absences accounted for around 43% of days lost although the total number of days' absence was low compared to last month and also to the same month last year.
- Monthly data up to December shows that there are sustained decreases in our PASC, Customer Services & IT, and Transport and Waste teams. Revenues and Welfare Services and Community Relations have remained fairly static in their rates of absence.
- The issue of high levels of sickness absence, and particularly long-term absence has been previously highlighted to committee. In order to recognise the importance of these issues and encourage a stable and regular pattern of good attendance, a revised package of measures was introduced from 1 January through our new Attendance Management Policy.

### **3. Recommendation**

The Committee is asked to note this report.

## Summary of trends graph; year to date at December 2017

Summary of Trends



FTE Days per FTE in Current Month

Month	Total Absence %	No of FTE Staff	12 Month Average (%)	FTE Days per FTE in Current Month	FTE Days per FTE 12 Month Average	FTE Days per FTE per Month Average
January 16	4.16	381.49	2.76	0.83	7.01	0.58
February 16	2.88	384.42	2.78	0.61	7.01	0.58
March 16	3.67	384.63	2.86	0.77	7.24	0.60
April 16	4.08	385.75	3.01	0.86	7.66	0.64
May 16	4.65	388.82	3.20	0.93	8.18	0.68
June 16	4.12	389.18	3.40	0.91	8.78	0.73
July 16	4.40	387.34	3.64	0.92	9.36	0.78
August 16	4.93	390.93	3.91	1.09	10.02	0.84
September 16	5.32	390.53	4.18	1.17	10.81	0.90
October 16	4.55	389.26	4.27	0.96	11.07	0.92
November 16	3.67	389.12	4.24	0.81	11.00	0.92
December 16	4.34	387.30	4.23	0.87	11.00	0.92
January 17	5.23	387.81	4.32	1.10	11.22	0.94
February 17	3.90	387.61	4.41	0.78	11.42	0.95
March 17	4.47	385.87	4.47	1.03	11.73	0.98
April 17	4.06	379.37	4.47	0.73	11.61	0.97
May 17	3.88	384.12	4.41	0.81	11.38	0.95
June 17	3.43	379.47	4.35	0.75	11.25	0.94
July 17	2.99	378.65	4.23	0.63	10.84	0.90
August 17	2.22	378.65	4.01	0.49	10.23	0.85
Sept 17	3.07	374.69	3.82	0.64	9.75	0.81
Oct 17	3.16	379.55	3.70	0.69	9.42	0.79
Nov 17	3.46	383.00	3.68	0.76	9.38	0.78
Dec 17	2.93	379.78	3.57	0.56	9.05	0.75

## Year to date absence data, by service area with six month trend

Days Lost Per FTE Employee: Year to December 2017									Year to date trend					
Service	Section	Fte At Start	Fte At End	Average Fte	No Emps Sick FTE	FTE Days Lost	FTE Days Lost per FTE	% Rate of absence	Days lost 1 month ago	Days lost 2 months ago	Days lost 3 months ago	Days lost 4 months ago	Days lost 5 months ago	Days lost 6 months ago
Chief Executive		1.00	1.00	1.00	1.00	2.00	2.00	0.79%	2.00	2.00	2.00	0.00	0.00	0.00
<b>Service Total:</b>		<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>2.00</b>	<b>2.00</b>	<b>0.79%</b>						
Deputy Chief Exec & Director of Finance	Financial Services	18.30	15.11	16.70	11.41	140.41	8.41	3.34%	8.83	9.89	11.45	12.63	13.92	14.74
	Health, Safety & Emergency Planning	1.00	1.00	1.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00
	Parks and Street Care	49.95	48.93	49.44	34.50	824.38	16.67	6.62%	18.24	19.34	21.67	22.84	23.76	25.23
	Property	8.74	8.47	8.61	1.89	67.30	7.82	3.10%	6.12	5.02	3.88	3.08	2.25	1.86
	Revenues and Welfare Support	41.72	37.11	39.41	23.03	251.18	6.37	2.53%	7.82	9.05	8.89	9.35	10.45	10.60
	Sales and Marketing	0.00	1.00	0.50	0.00	0.00	0.00	0.00%	0.00					
	Transport and Waste	66.30	71.66	68.98	43.39	901.46	13.07	5.19%	13.25	12.29	12.63	13.14	13.83	13.72
		1.00	1.00	1.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00
<b>Service Total:</b>		<b>187.00</b>	<b>184.28</b>	<b>185.64</b>	<b>114.22</b>	<b>2184.73</b>	<b>11.77</b>	<b>4.67%</b>						
Director of Health & Community Wellbeing	Community Relations	14.49	12.32	13.41	6.16	142.09	10.60	4.21%	9.63	8.22	6.95	7.09	7.33	8.77
	Leisure Services	64.35	61.16	62.76	37.06	384.33	6.12	2.43%	6.09	6.09	5.72	5.55	5.76	5.97
	Public Protection	25.46	30.14	27.80	9.76	185.86	6.69	2.65%	6.83	6.88	7.88	8.60	9.51	9.36
		1.00	1.00	1.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00
<b>Service Total:</b>		<b>105.30</b>	<b>104.62</b>	<b>104.96</b>	<b>52.98</b>	<b>712.29</b>	<b>6.79</b>	<b>2.69%</b>						
Director of OD & Democratic Services	Customer Services and Communications	43.65	41.37	42.51	27.14	390.94	9.20	3.65%	9.39	9.56	10.32	11.27	12.11	12.56
	Democratic Services	7.58	8.08	7.83	6.57	59.28	7.57	3.00%	7.70	6.04	4.55	2.64	2.84	2.84
	Legal Services	5.41	6.01	5.71	3.20	15.91	2.79	1.11%	2.79	3.09	3.09	3.37	3.37	3.37
	Organisational Development	6.72	5.95	6.33	1.42	25.34	4.00	1.59%	3.51	2.29	2.29	2.29	2.29	2.29
<b>Service Total:</b>		<b>65.36</b>	<b>62.41</b>	<b>63.89</b>	<b>38.33</b>	<b>491.48</b>	<b>7.69</b>	<b>3.05%</b>						
Planning, Economic Growth & Regeneration	Development Services	17.41	17.59	17.50	9.73	66.47	3.80	1.51%	3.70	3.67	2.86	3.69	4.18	6.19
	Economic Growth and Regeneration	4.61	4.40	4.50	0.00	0.00	0.00	0.00%	0.00	0.00	0.67	0.62	0.62	0.62
	Planning Policy	4.43	5.24	4.84	0.41	3.03	0.63	0.25%	0.63	0.19	0.19	0.19	0.19	0.17
		0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00
<b>Service Total:</b>		<b>26.45</b>	<b>27.24</b>	<b>26.84</b>	<b>10.14</b>	<b>69.50</b>	<b>2.59</b>	<b>1.03%</b>						
<b>Grand Total:</b>		<b>385.11</b>	<b>379.55</b>	<b>382.33</b>	<b>216.66</b>	<b>3460.00</b>	<b>9.05</b>	<b>3.59%</b>	<b>9.38</b>	<b>9.42</b>	<b>9.75</b>	<b>10.23</b>	<b>10.84</b>	<b>11.25</b>

## Current month's absence data, by service area with six month trend

### Days lost per FTE employee: December 2017

Service	Section	Fte At Start	Fte At End	Average Fte	No Emps Sick FTE	FTE Days Lost	FTE Days Lost per FTE	% Absence
Chief Executive		1.00	1.00	1.00	0.00	0.00	0.00	0.00%
<b>Service Total:</b>		<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
Deputy Chief Exec & Director of Finance	Financial Services	15.11	15.11	15.11	2.50	7.63	0.50	2.66%
	Health, Safety & Emergency Planning	1.00	1.00	1.00	0.00	0.00	0.00	0.00%
	Parks and Street Care	48.93	48.93	48.93	6.00	40.00	0.82	4.30%
	Property	8.74	8.47	8.61	0.81	13.78	1.60	8.43%
	Revenues and Welfare Support	37.11	37.11	37.11	5.00	12.03	0.32	1.71%
	Sales and Marketing	1.00	1.00	1.00	0.00	0.00	0.00	0.00%
	Transport and Waste	70.66	71.66	71.16	6.00	47.78	0.67	3.53%
		1.00	1.00	1.00	0.00	0.00	0.00	0.00%
<b>Service Total:</b>		<b>183.55</b>	<b>184.28</b>	<b>183.92</b>	<b>20.31</b>	<b>121.22</b>	<b>0.66</b>	<b>3.47%</b>
Director of Health & Community Wellbeing	Community Relations	12.32	12.32	12.32	0.81	17.03	1.38	7.27%
	Leisure Services	61.75	61.16	61.46	5.29	31.25	0.51	2.68%
	Public Protection	30.14	30.14	30.14	0.00	0.00	0.00	0.00%
		1.00	1.00	1.00	0.00	0.00	0.00	0.00%
<b>Service Total:</b>		<b>105.21</b>	<b>104.62</b>	<b>104.92</b>	<b>6.10</b>	<b>48.28</b>	<b>0.46</b>	<b>2.42%</b>
Director of OD & Democratic Services	Customer Services and Communications	42.37	41.37	41.87	6.66	35.83	0.86	4.50%
	Democratic Services	8.08	8.08	8.08	0.00	0.00	0.00	0.00%
	Legal Services	6.01	6.01	6.01	0.00	0.00	0.00	0.00%
	Organisational Development	6.55	5.95	6.25	1.42	4.05	0.65	3.41%
		1.00	1.00	1.00	0.00	0.00	0.00	0.00%
<b>Service Total:</b>		<b>64.02</b>	<b>62.41</b>	<b>63.21</b>	<b>8.07</b>	<b>39.89</b>	<b>0.63</b>	<b>3.32%</b>
Planning, Economic Growth & Regeneration	Development Services	16.59	17.59	17.09	1.00	2.00	0.12	0.62%
	Economic Growth and Regeneration	4.40	4.40	4.40	0.00	0.00	0.00	0.00%
	Planning Policy	5.24	5.24	5.24	0.00	0.00	0.00	0.00%
		0.00	0.00	0.00	0.00	0.00	0.00	0.00%
<b>Service Total:</b>		<b>26.24</b>	<b>27.24</b>	<b>26.74</b>	<b>1.00</b>	<b>2.00</b>	<b>0.07</b>	<b>0.39%</b>
<b>Grand Total:</b>		<b>380.02</b>	<b>379.55</b>	<b>379.78</b>	<b>35.48</b>	<b>211.38</b>	<b>0.56</b>	<b>2.93%</b>

### Current month trend

Days lost 1 month ago	Days lost 2 months ago	Days lost 3 months ago	Days lost 4 months ago	Days lost 5 months ago	Days lost 6 months ago
0.00	0.00	2.00	0.00	0.00	0.00
0.18	0.04	0.13	0.28	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00
1.09	0.78	0.46	0.65	0.80	0.85
1.48	1.04	0.75	0.66	0.63	0.75
0.29	0.71	0.37	0.52	0.47	1.04
1.36	0.98	1.08	0.83	1.38	1.44
0.00	0.00	0.00	0.00	0.00	0.00
1.47	1.54	0.91	1.15	0.70	0.74
0.34	0.66	0.59	0.18	0.28	0.36
0.07	0.00	0.21	0.00	0.41	0.79
0.00	0.00	0.00	0.00	0.00	0.00
0.99	0.75	1.01	0.77	1.02	0.85
2.18	1.48	1.73	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.99
1.22	0.00	0.00	0.00	0.00	0.46
0.00	0.00	0.00	0.00	0.00	0.00
0.24	0.96	0.57	0.51	0.06	0.00
0.00	0.00	0.00	0.00	0.00	0.00
0.38	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00
0.76	0.69	0.64	0.49	0.63	0.75

## Long term (20 days+ in month)/ short term sickness analysis for December 2017

Head of Service	Section	No Occurrences Long Term	Total No Occurrences	Long Term FTE Days Lost	Total FTE Days Lost	Long Term as a % of Days Lost	Long Term as a % of Occurrences
Deputy Chief Exec & Director of Finance	Financial Services	0	4	0.00	7.44	0.00%	0.00%
	Parks and Street Care	1	7	18.59	39.14	47.50%	14.29%
	Property	1	3	5.68	13.78	41.18%	33.33%
	Revenues and Welfare Support	0	5	0.00	11.76	0.00%	0.00%
	Transport and Waste	1	6	20.55	47.05	43.67%	16.67%
Head of Service Total:		3	25	44.81	119.16	37.60%	12.00%
Director of Health & Community Wellbeing	Community Relations	2	2	17.03	17.03	100.00%	100.00%
	Leisure Services	1	13	6.53	30.88	21.13%	7.69%
Head of Service Total:		3	15	23.55	47.91	49.16%	20.00%
Director of OD & Democratic Services	Customer Services and Communications	1	9	20.55	34.96	58.77%	11.11%
	Organisational Development	0	2	0.00	3.95	0.00%	0.00%
Head of Service Total:		1	11	20.55	38.90	52.81%	9.09%
Planning, Economic Growth & Regeneration	Development Services	0	1	0.00	1.96	0.00%	0.00%
Head of Service Total:		0	1	0.00	1.96	0.00%	0.00%
Grand Total:		7	52	88.91	207.94	42.76%	13.46%

## Long term (20 days+ in month)/ short term sickness analysis for September 2017

Head of Service	Section	No Occurrences Long Term	Total No Occurrences	Long Term FTE Days Lost	Total FTE Days Lost	Long Term as a % of Days Lost	Long Term as a % of Occurrences
Chief Executive		0	1	0.00	1.96	0.00%	0.00%
Head of Service Total:		0	1	0.00	1.96	0.00%	0.00%
Deputy Chief Exec & Director of Finance	Financial Services	0	1	0.00	1.96	0.00%	0.00%
	Parks and Street Care	0	6	0.00	21.07	0.00%	0.00%
	Property	0	3	0.00	7.03	0.00%	0.00%
	Revenues and Welfare Support	0	4	0.00	13.74	0.00%	0.00%
	Transport and Waste	1	7	20.55	73.46	27.97%	14.29%
Head of Service Total:		1	21	20.55	117.26	17.52%	4.76%
Director of Health & Community Wellbeing	Community Relations	1	2	8.51	11.22	75.90%	50.00%
	Leisure Services	0	12	0.00	50.81	0.00%	0.00%
	Public Protection	0	2	0.00	5.97	0.00%	0.00%
Head of Service Total:		1	16	8.51	67.99	12.52%	6.25%
Director of OD & Democratic Services	Customer Services and Communications	1	8	20.55	41.32	49.72%	12.50%
	Democratic Services	0	4	0.00	13.68	0.00%	0.00%
Head of Service Total:		1	12	20.55	55.00	37.36%	8.33%
Planning, Economic Growth & Regeneration	Development Services	0	1	0.00	9.78	0.00%	0.00%
Head of Service Total:		0	1	0.00	9.78	0.00%	0.00%
Grand Total:		3	51	49.61	252.00	19.68%	5.88%





## **Report to Joint Consultative and Safety Committee**

**Subject:** Information item: Minor changes to the Establishment agreed outside the formal full JCSC process (Standing Item).

**Date:** 13 March 2018

**Author:** Service Manager; Organisational Development

### **1. Purpose of the Report**

This is a standing information item highlighting to the Committee any minor changes to the Establishment proposed by the Senior Leadership Team for implementation outside the formal full JCSC process but following consultation with trade unions. Such minor changes will not have wide organisational impact and will be authorised for implementation by the Chief Executive under delegated powers.

It is important to note that prior to the minor changes being implemented, trade unions will still need to be consulted locally. Should there be concern raised during this consultation about any proposal made, the matter would be taken out of this "shortened process" and placed before the Joint Consultative Committee for full consideration.

### **2. Summary of proposals**

Since the last JCSC meeting there has been one minor staffing proposal that has been considered by Senior Leadership Team outside the full JCSC framework.

#### **Public Protection- Selective Licensing**

Within the Food, Health and Safety Team of Public Protection a number of temporary posts have been authorised for creation in order to manage and deliver the Selective Licensing Scheme in Netherfield recently approved by Cabinet. There are three new Temporary Environmental Health Officer posts and one of the existing EHO posts will be up-graded to manage the scheme.

### **3. Recommendation**

The Committee is asked to note this report.

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## **Report to Joint Consultative and Safety Committee**

**Subject:** Current staffing issues (Standing Item)

**Date:** 13 March 2018

**Author:** Chief Executive  
Service Manager; Organisational Development

### **1. Purpose of the Report**

This is an information item highlighting to the Committee, any issues of particular interest that relate to the council's workforce.

### **2. Summary of current issues**

- 2.1 The Employers' Side have made an offer for the national pay award for NJC employees (the national terms and conditions that cover most of our workforce). The offer has not yet been agreed by the Trade Union Side.

In summary, the offer is a two year pay deal running from April 2018 to March 2020. It has been constructed as a response both to the government's national pay agenda that commits to an ambition that the lowest levels of pay should be around £8.75 per hour from 2020 (the National Living Wage- NLW) and also to the removal of the public sector pay cap that has stood at 1% for a number of years.

For year one there is a bottom-loading of an award between spinal column points (SCP) 6-19 with the bottom pay point set at £8.50 per hour. For SCP 20 and above, a flat rate increase of 2% is applied. These increases will result in a national pay bill increase of 2.71%.

In year two the bottom pay point will be set at £9.00 per hour (to give some future-proofing against changes in the NLW). Due to compacting of differentials with the bottom-loading of the pay scale again, spinal column points up to the current SCP 28 will be merged in pairs. A flat rate award of 2% will be applied to the remaining pay points. This will result in an increase to the national pay bill of 2.8%.

The total national pay bill increase over the two years will be over 5.5%.

The measures detailed in the year two settlement will affect the Council's grading structure and potentially there may be issues relating to job evaluation of posts if SCP pairing means that differentials in pay between team members and supervisors is lost. The local position is not yet certain and work will be done later in the year with report being brought back to this committee.

The Trade Union Side representing JNC Chief Officers have put forward a claim for a 2% pay award for this and next year. An Employers' Side response is awaited.

- 2.2 Each year East Midlands' Councils runs a "Local Government Challenge" event. The event lasts for a full day (with preparation beforehand) and is based around the running of a fictitious district councils and the range of challenges that it might face. It is a developmental event and has a real reputation for being tough but hugely rewarding. Teams from local authorities across the whole of the East Midlands enter.

In East Midlands' Councils' own words, *"The Challenge is designed to test you on your Local Government knowledge and skills, as well as allow you to work outside your day to day environment and comfort zone. In completing the Challenge you have exposed yourself to an intense environment which, we admit, is designed to be over the top and full on."*

This year, the Team from Gedling enjoyed particular success:

<b>Challenge category</b>	<b>Placing</b>
Leader meetings	Top quartile – Runner Up
Partnerships (inc partner meetings, sponsor meetings, Tweets, emails)	Mid quartile
Residents' Magazine	Mid quartile
Presentation	Top quartile – 1st
Press conference	Top quartile – 1st
Crisis management	Bottom quartile
Overall	2 <sup>nd</sup> place - 41 points (1 <sup>st</sup> place = 45 points)

The team did a great job, but more importantly, in their feedback they talked about how much each of them had got out of the day in terms of personal development and how much they enjoyed working together to solve very difficult challenges.

### **3. Recommendation**

The Committee is asked to note this report.