



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

Agenda

Appointments and Conditions of Service Committee

Date: **Wednesday 17 March 2021**

Time: **10.00 am**

Place: **Virtual Meeting**

For any further information please contact:

Alec Dubberley

Service Manager, Democratic Services

0115 9013906

Appointments and Conditions of Service Committee

Membership

Chair	Councillor John Clarke
Vice-Chair	Councillor Michael Payne
	Councillor Michael Adams
	Councillor Sandra Barnes
	Councillor Bob Collis
	Councillor Marje Paling
	Councillor Sam Smith

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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 16 December 2020** 7 - 10

- 3 Declaration of Interests.**

- 4 Any other item which the Chair considers urgent.**

- 5 Exclusion of Press and Public**

To move that under Section 100(a)(4) of the Local Government Act 1972 the public and press be excluded from the meeting during consideration of the ensuing reports on the grounds that the reports involve the likely disclosure of exempt information as defined in Paragraph 4 of Part 1 of Schedule 12a of the Local Government Act 1972.

- 6 Overtime and Stand-by & Callout Policies- Implementation** 11 - 40

Report of the Head of HR, Performance and Service Planning

- 7 Workforce Strategy- implementation** 41 - 62

Report of the Head of HR, Performance and Service Planning

- 8 Equality Policy (Employment)** 63 - 84

Report of the Head of HR, Performance and Service Planning

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MINUTES APPOINTMENTS AND CONDITIONS OF SERVICE COMMITTEE

Wednesday 16 December 2020

Councillor John Clarke (Chair)

Councillor Michael Payne
Councillor Michael Adams
Councillor Sandra Barnes

Councillor Bob Collis
Councillor Marje Paling

Absent: Councillor Sam Smith

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

31 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies for absence were received from Councillor Smith.

32 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 18 NOVEMBER 2020

RESOLVED:

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

33 DECLARATION OF INTERESTS.

None.

34 PAY POLICY STATEMENT 2021-22

The Service Manager Organisational Development introduced a report setting out the 2021/22 Pay Policy Statement.

RESOLVED to:

- 1) Approve the proposed Pay Policy Statement and method of implementation at Appendix 1 to the report; and
- 2) Recommend the Pay Policy Statement to Council for adoption and for subsequent publication on the Council's website.

35 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

36 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 reports on the grounds that the report involves the likely disclosure of exempt information as defined in Paragraphs 1 and 4 of Part 1 of Schedule 12a of the Local Government Act 1972.

37 INTERVIEW FOR POST OF DIRECTOR OF CORPORATE RESOURCES AND SECTION 151 OFFICER

Consideration was given to a report of the Chief Executive which set out the process for the interviewing or candidates for the post of Director of Corporate Resources and Section 151 Officer.

Following the interview process it was

RESOLVED to:

- 1) Offer Alison Ball the post of Director of Corporate Resources and Section 151 Officer;
- 2) Agree that the starting salary offered will be at the middle point of the salary band (£80,082); and
- 3) Inform the Monitoring Officer of the recommendation of the Committee and to ask the Monitoring Officer to implement due process to notify the Executive prior to formal offer of appointment.

38 EQUALITY POLICY (EMPLOYMENT) - START OF CONSULTATION

The meeting adjourned between 11:55 am and 12:00 pm and Councillor Clarke left the meeting. Councillor Payne assumed the Chair.

The Service Manager Organisational Development introduced report, which had been circulated in advance of the meeting, seeking authority to begin consultation with trade unions on a proposed Equality Policy (Employment) and to progress the adoption of the policy through the relevant committees of the council.

RESOLVED to:

Support the Equality Policy (Employment) and endorse the commencement of the consultation and implementation process as described.

39 OVERTIME AND STAND-BY & CALLOUT POLICIES (START OF CONSULTATION)

The Service Manager Organisational Development introduced a report, which had been circulated in advance of the meeting, seeking authority to begin consultation with trade unions on a proposed revision to the Overtime and Stand-by & Callout Policies for the council and to progress the adoption of the revised policies through the relevant committees of the council.

RESOLVED to:

- 1) Support the draft revised Overtime Policy and endorse the commencement of the consultation and implementation process as described in the report; and
- 2) Support the draft revised Stand-by and Callout Policy and endorse the commencement of the consultation and implementation process as described in the report.

40 WORKFORCE STRATEGY (START OF CONSULTATION)

The Service Manager Organisational Development introduced a report, which had been circulated in advance of the meeting, seeking authority to begin consultation with trade unions on a proposed Workforce Strategy for the council and to progress the adoption of the strategy through the relevant committees of the council.

RESOLVED:

To support the draft Workforce Strategy and endorse the commencement of the consultation and implementation process as described.

41 ANNUAL REVIEW OF DIRECTORS' PAY

The Chief Executive introduced a report asking for views of the Committee in order to inform the decision of the Chief Executive in relation to the performance element of pay for Directors.

RESOLVED:

To note the comments of the Committee in order for the Chief Executive to make a decision on relation to the placement within the pay band as described by the relevant Pay Policy

The meeting finished at 12.30 pm

Signed by Chair:
Date:

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

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