

Agenda

Joint Consultative and Safety Committee

Date: **Tuesday 15 November 2022**

Time: **5.30 pm**

Place: **Council Chamber**

For any further information please contact:

Democratic Services

committees@gedling.gov.uk

0115 901 3844

Joint Consultative and Safety Committee

Membership

Chair Councillor Alex Scroggie

Vice-Chair Councillor Roxanne Ellis

Councillor Andrew Ellwood
Councillor Paul Feeney
Councillor Helen Greensmith
Councillor Barbara Miller
Councillor Paul Wilkinson

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AGENDA

Page

- 1 **Apologies for Absence and Substitutions.**
- 2 **To approve, as a correct record, the minutes of the meeting held on 30 August 2022.** 5 - 8
- 3 **Declaration of Interests.**
- 4 **Minor Staffing Changes Agreed Outside the JCSC** 9 - 10
Report of the Head of HR, Performance and Service Planning.
- 5 **Sickness Absence** 11 - 19
Report of the Head of HR, Performance and Service Planning.
- 6 **Current Staffing Issues** 21 - 22
Report of the Head of HR, Performance and Service Planning.
- 7 **Any other item which the Chair considers urgent.**
- 8 **Exclusion of the 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 report 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.
- 9 **Consultation Closure- Proposals to increase minimum pay levels** 23 - 41
Report of the Head of Paid Service.

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MINUTES JOINT CONSULTATIVE AND SAFETY COMMITTEE

Tuesday 30 August 2022

Present: Councillor Roxanne Ellis Councillor Barbara Miller
 Councillor Andrew Ellwood Councillor Julie Najuk
 Councillor Paul Feeney Councillor Paul Wilkinson
Unison: Susan Buchanan Alison Hunt

Absent: Councillor Alex Scroggie and Councillor Helen Greensmith

Officers in Attendance: D Archer and B Hopewell

1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies for absence were received from Councillors Greensmith and Scroggie. Councillor Najuk attended as substitute.

2 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 7 JUNE 2022.

RESOLVED:

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

3 DECLARATION OF INTERESTS.

None.

4 MINOR CHANGES TO THE ESTABLISHMENT.

The Head of HR, Performance and Service Planning introduced a report, which had been circulated in advance of the meeting, highlighting any minor changes to the establishment proposed by the Senior Leadership Team for implementation outside the formal full JCSC process following consultation with trade unions.

RESOLVED:

To note the report.

5 SICKNESS ABSENCE.

The Head of HR, Performance and Service Planning introduced a report, which had been circulated in advance of the meeting, informing members of the current levels of sickness absence in the organisation and to examine trends.

RESOLVED:

To note the report.

6 CURRENT STAFFING ISSUES.

The Head of HR, Performance and Service Planning introduced a report, which had been circulated in advance of the meeting, highlighting any issues of particular interest that relates to the council's workforce.

RESOLVED:

To note the report.

7 GENDER PAY GAP.

Councillor Miller joined the meeting.

The Head of HR, Performance and Service Planning introduced a report, which had been circulated in advance of the meeting, asking members to note the content of the Gender Pay Gap information that has been reported.

RESOLVED:

To note the report.

8 EXCLUSION OF THE PRESS AND PUBLIC.

That, 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 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.

9 CONSULTATION CLOSURE- REVIEW OF STAND-BY PAYMENTS.

The Head of HR, Performance and Service Planning introduced a report, which had been circulated in advance of the meeting, seeking approval to close the formal consultation on the proposed amendments to the existing Stand-by and Callout policy in order to recognise a higher level

of payment when “Boxing Day” falls on a weekend. The report also asked the Joint Consultative and Safety Committee for comment and recommendation to inform the Appointments and Conditions of Service Committee prior to its decision relating to implementation of policy changes.

RESOLVED:

To close the formal consultation on the proposed amendments to the existing Stand-by and Callout Policy in order to recognise a higher level of payment when “Boxing Day” falls on a weekend.

10 CONSULTATION CLOSURE- CHANGE TO OVERTIME POLICY.

The Head of HR, Performance and Service Planning introduced a report, which had been circulated in advance of the meeting, seeking approval to close the formal consultation on the proposed amendments to the existing overtime policy that set out arrangements for occasions when services are withdrawn due to bank holidays then instead delivered at weekends. The report also asked the Joint Consultative and Safety Committee for comments and recommendation to inform the Appointments and Conditions of Service Committee prior to its decision relating to implementation of policy changes.

RESOLVED:

To close the formal consultation on the proposed amendments to the existing Overtime Policy that set out arrangements for occasions when services are withdrawn due to bank holidays then instead delivered at weekends.

11 CONSULTATION CLOSURE- FOSTERING-FRIENDLY POLICY.

The Head of HR, Performance and Service Planning introduced a report, which had been circulated in advance of the meeting, seeking approval to close the formal consultation on the proposed creation of a new fostering friendly policy. The report also asked the Joint Consultative and Safety Committee for comment and recommendation to inform the Appointments and Conditions of Service Committee prior to its decision relating to implementation of a new policy.

RESOLVED:

- 1) To close the formal consultation on the proposed creation of a new fostering-friendly policy; and
- 2) The Appointments and Conditions of Service Committee should be asked to consider the suggestion to amend the policy proposal so that there was no difference between the time given for placement of a foster child whether they were under or over five years old and that four

weeks' paid leave should be given in all cases if the employee is the primary carer.

12 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 6.15 pm

Signed by Chair:
Date:



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: 15 November 2022

Author: Head of HR, Performance and Service Planning

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.

2. Recommendation

The Committee is asked to note this report.

3. Background

Prior to the minor changes being implemented local trade unions are always be consulted. Should there be concern raised during this consultation about any proposal made the proposal would be taken out of this “shortened process” and placed before the Joint Consultative and Safety Committee for full consideration. All new posts have been job evaluated through formal arrangements.

4. Summary of proposals

Since the last JCSC meeting there have been three staffing proposals affecting the permanent Establishment that have been considered by Senior Leadership Team outside the full JCSC framework;

1. Governance and Customer Services (Democratic Services)

The implemented proposals were to:

- Increase the number of hours in the Band 3 Service Support Assistants by four per week from 37 to 41 hours per week.
- Fill the temporary post of Executive Support Officer on a permanent basis that has been occupied on a temporary basis.
- Reduce the number of hours in the posts of Democratic Services Officer by 2.5 hours per week; these hours are currently vacant.
- Reduce the hours of Executive Support Assistant posts from 95.5 down to 59 hours per week. The hours to be reduced are currently vacant.

There are no staffing implications in that no permanent employees are threatened with redundancy by these proposals.

2. Governance and Customer Services (Health and Safety)

This report created two posts; a Health, Safety and Emergency Planning Manager and on a temporary basis, a Health and Safety Adviser.

Both posts have now been filled

3. Governance and Customer Services (Customer Services)

This report proposed the deletion of a range of part-time, vacant Customer Services Advisor posts at Band 5. Many of these had been vacant for some time. Similarly the vacant post of Training Officer (Customer Services) was reduced from 37 to 29 hours per week. There were some small reductions in hours occupied posts in both Customer Services Advisor and Service Support Assistant posts but these were at the request of the post holders.

In addition the previous Customer Services Manager post (Band 10) and a new manager post created at Band 12. The existing post holder was ring-fenced for this new post and was successful in securing it and so no redundancy materialised.



Report to Joint Consultative and Safety Committee

Subject: Sickness Absence: summary of current trends

Date: 15 November 2022

Author: Head of HR, Performance and Service Planning

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. Recommendation

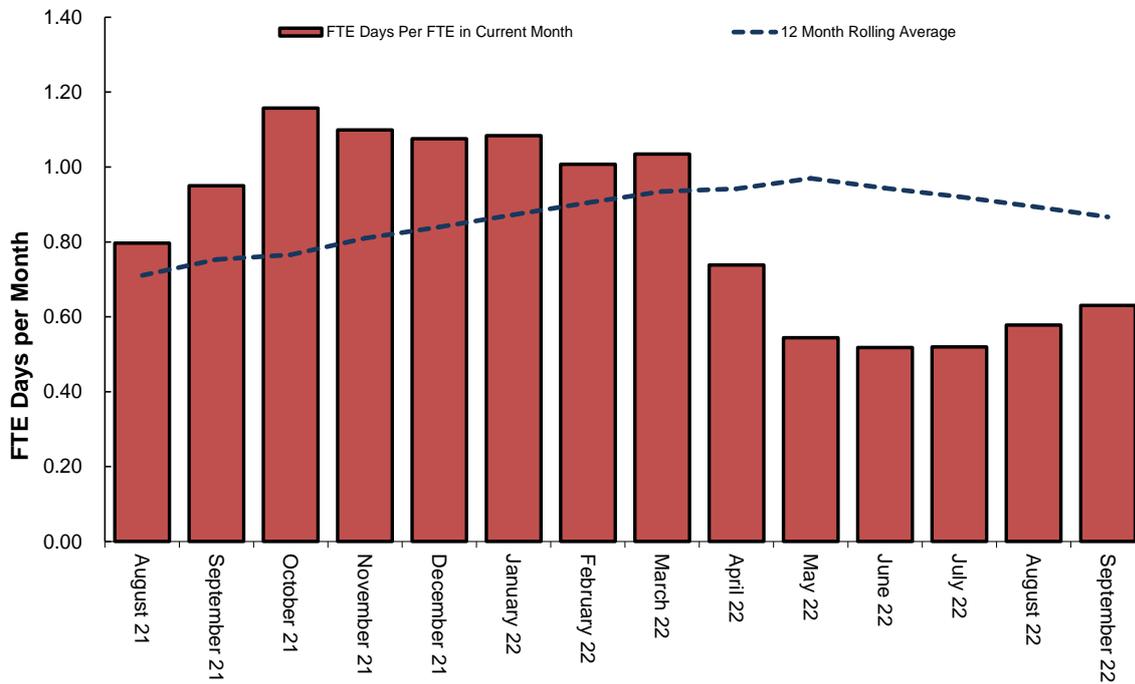
The Committee is asked to note this report.

3. Summary of key data

- The summary of trends graph in Appendix 1 shows that the outturn for the full year up to September 2022 at 10.40 days lost per employee against a target of 9 days.
- This represents an improvement of almost one day over the figure of 11.32 days lost in June.
- The rate of absence in September this year (0.63 FTE days lost per FTE) is significantly below the same month last year (0.95 days lost).
- The number of long-term absence cases remains low at four across the whole organisation. Active case management continues and case management conferences are held between HR and senior managers to help to support a return to work where possible for employees that have had longer absences.
- In summary, the general picture is currently positive and the trend of improvement continues.
- Over the rolling year the larger teams that did not hit target were PASC, Customer Services, Leisure, and Transport & Waste.

Summary of trends graph; year to date at September 2022

Summary of Trends



Month	Total Absence %	12 Month Average (%)	FTE Days per FTE in Current Month	FTE Days per FTE 12 Month Average	FTE Days per FTE per Month Average
August 21	3.79	3.45	0.80	8.53	0.71
September 21	4.32	3.53	0.95	9.04	0.75
October 21	5.51	3.67	1.16	9.19	0.77
November 21	5.00	3.82	1.10	9.72	0.81
December 21	5.38	3.98	1.08	10.08	0.84
January 22	5.42	4.13	1.08	10.47	0.87
February 22	5.04	4.25	1.01	10.86	0.91
March 22	4.50	4.35	1.03	11.22	0.94
April 22	3.89	4.39	0.74	11.30	0.94
May 22	2.59	4.36	0.54	11.64	0.97
June 22	2.35	4.31	0.52	11.32	0.94
July 22	2.47	4.19	0.52	11.05	0.92
August 22	2.63	4.09	0.58	10.73	0.89
September 22	3.00	3.98	0.63	10.40	0.87

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

Days Lost Per FTE Employee: Year to September 2022

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
Corporate Resources	Customer Services	20.68	17.95	19.32	11.45	383.53	19.85	7.88%	16.66	14.97	13.80	13.71	12.43	13.63
	Democratic Services and H&S	8.69	7.30	7.99	2.91	14.64	1.83	0.73%	1.96	2.01	1.91	1.92	1.40	3.21
	Financial Services	11.58	12.04	11.81	6.62	58.03	4.91	1.95%	4.96	5.37	5.21	5.10	4.58	4.53
	HR, Performance and Svs Planning	4.74	4.74	4.74	1.20	9.64	2.04	0.81%	2.04	2.04	1.41	1.41	1.41	1.41
	Information & Communications Technology	8.00	8.00	8.00	5.74	75.00	9.38	3.72%	9.75	9.75	9.75	10.13	9.88	7.25
	Legal Services	4.68	4.65	4.66	0.81	19.46	4.17	1.66%	4.39	4.39	4.39	4.59	3.66	0.98
	Revenues	11.87	12.17	12.02	4.00	42.76	3.56	1.41%	5.99	7.32	7.63	7.55	7.71	8.69
		3.00	3.00	3.00	1.00	2.00	0.67	0.26%	0.00	0.00	0.00	0.00	0.00	0.00
Service Total:		73.24	69.85	71.54	33.74	605.05	8.46	3.36%						
Environment, Communities & Leisure	Community Relations	4.95	4.95	4.95	2.65	21.80	4.41	1.75%	4.05	2.75	1.87	1.54	1.42	1.42
	Leisure Services	52.15	53.08	52.61	35.73	557.53	10.60	4.21%	10.44	10.99	11.19	10.99	10.46	10.64
	Parks and Street Care	49.97	46.61	48.29	34.43	993.44	20.57	8.16%	21.39	21.25	21.13	21.59	21.37	20.72
	Public Protection	29.05	28.65	28.85	9.76	104.88	3.64	1.44%	3.71	4.01	4.00	4.13	4.01	3.90
	Transport and Waste	62.34	58.76	60.55	42.36	788.95	13.03	5.17%	14.72	15.81	17.11	17.66	17.78	17.71
		3.00	3.00	3.00	2.00	5.00	1.67	0.66%	1.67	2.67	2.67	2.67	3.20	3.20
Service Total:		201.45	195.04	198.25	126.93	2471.59	12.47	4.95%						
Regeneration, Development and Comms	Communications	3.45	4.50	3.97	1.50	5.17	1.30	0.52%	1.55	1.55	1.46	1.37	1.38	1.38
	Development Services	16.69	16.69	16.69	4.00	24.00	1.44	0.57%	1.14	1.02	1.08	1.32	1.87	2.61
	Economic Growth and Regeneration	6.00	4.73	5.36	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00
	Facilities- Community Centres	3.08	2.81	2.95	2.19	104.54	35.49	14.08%	35.05	36.94	39.52	44.51	44.63	38.21
	Planning Policy	4.24	4.24	4.24	0.43	1.08	0.25	0.10%	0.25	0.25	0.00	0.00	0.00	0.00
	Projects	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
	Property	8.97	9.15	9.06	5.64	175.84	19.41	7.70%	19.58	19.95	20.60	24.28	22.36	21.04
	Welfare Support	19.90	16.58	18.24	10.93	78.23	4.29	1.70%	4.74	5.25	4.87	4.96	4.89	4.50
	3.00	3.00	3.00	1.00	1.00	1.00	0.13%	1.00	1.00	1.00	1.00	1.00	0.00	
Service Total:		65.33	61.70	63.52	25.69	389.86	6.14	2.44%						
Grand Total:		340.02	326.59	333.30	186.35	3466.50	10.40	4.13%	10.73	11.05	11.32	11.64	11.30	11.22

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

Days lost per FTE employee: September 2022

Current month trend

Service	Section	Fte At Start	Fte At End	Average Fte	No Emps Sick FTE	FTE Days Lost	FTE Days Lost per FTE	% 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
Corporate Resources	Customer Services	17.95	17.95	17.95	4.35	54.78	3.05	14.53%	2.26	2.13	1.80	1.77	1.23	0.86
	Democratic Services and H&S	7.30	7.30	7.30	0.00	0.00	0.00	0.00%	0.00	0.00	0.28	0.23	0.00	0.39
	Financial Services	12.04	12.04	12.04	0.00	0.00	0.00	0.00%	0.00	0.17	0.34	0.17	0.00	0.70
	HR, Performance and Svs Planning	4.74	4.74	4.74	0.00	0.00	0.00	0.00%	0.00	0.63	0.00	0.00	0.00	1.41
	Information & Communications Technology	8.00	8.00	8.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.25	2.63	2.13
	Legal Services	4.46	4.65	4.55	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.36	3.09	0.85
	Revenues	12.17	12.17	12.17	0.00	0.00	0.00	0.00%	0.67	1.16	0.00	0.00	0.00	0.27
		3.00	3.00	3.00	1.00	2.00	0.67	3.17%	0.00	0.00	0.00	0.00	0.00	0.00
Service Total:		69.66	69.85	69.75	5.35	56.78	0.81	3.88%						
Environment, Communities & Leisure	Community Relations	4.95	4.95	4.95	0.00	0.00	0.00	0.00%	1.42	1.50	0.49	0.00	0.00	0.00
	Leisure Services	53.08	53.08	53.08	7.59	47.13	0.89	4.23%	0.31	0.39	0.48	0.65	0.56	1.15
	Parks and Street Care	46.61	46.61	46.61	6.55	47.86	1.03	4.89%	0.98	0.46	0.77	0.82	1.52	2.09
	Public Protection	29.11	28.65	28.88	1.00	9.00	0.31	1.48%	0.00	0.00	0.24	0.04	0.35	0.00
	Transport and Waste	58.76	58.76	58.76	3.00	17.00	0.29	1.38%	0.83	0.63	0.87	1.00	0.85	1.42
		3.00	3.00	3.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00
Service Total:		195.50	195.04	195.27	18.14	121.00	0.62	2.95%						
Regeneration, Development and Comms	Communications	4.50	4.50	4.50	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.37
	Development Services	16.69	16.69	16.69	2.00	12.00	0.72	3.42%	0.12	0.00	0.00	0.00	0.00	0.00
	Economic Growth and Regeneration	4.73	4.73	4.73	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00
	Facilities- Community Centres	2.81	2.81	2.81	0.65	1.30	0.46	2.20%	0.00	0.00	0.00	0.00	1.81	6.60
	Planning Policy	4.24	4.24	4.24	0.00	0.00	0.00	0.00%	0.00	0.25	0.00	0.00	0.00	0.00
	Projects	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
	Property	9.15	9.15	9.15	0.68	14.86	1.62	7.74%	1.85	1.20	0.00	0.00	1.04	1.08
	Welfare Support	16.52	16.58	16.55	0.00	0.00	0.00	0.00%	0.19	0.75	0.24	0.00	0.18	0.00
	3.00	3.00	3.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	1.00	0.00	
Service Total:		61.64	61.70	61.67	3.32	28.16	0.46	2.17%						
Grand Total:		326.80	326.59	326.69	26.82	205.95	0.63	3.00%	0.58	0.52	0.52	0.54	0.74	1.03

Long term (20 days+ in month)/ short term sickness analysis for September 2022

Analysis of Short and Long Term Absence - September 2022

Head of Service	Section	No Occurrences Long Term	Total No Occurrences Absent	Long Term FTE Days Lost	Total FTE Days Lost	Long Term as a % of Days Lost	Long Term as a % of Occurrences
Corporate Resources	Senior Leadership Team	0	1	0.00	1.96	0.00%	0.00%
	Customer Services	2	6	36.00	53.74	66.98%	33.33%
Head of Service Total:		2	7	36.00	55.69	66.98%	33.33%
Environment, Communities	Leisure Services	1	14	20.06	47.62	42.13%	7.14%
	Parks and Street Care	0	7	0.00	46.88	0.00%	0.00%
	Public Protection	0	1	0.00	8.81	0.00%	0.00%
	Transport and Waste	0	3	0.00	16.63	0.00%	0.00%
Head of Service Total:		1	25	20.06	119.94	16.73%	4.00%
Regeneration, Development	Development Services	0	2	0.00	12.72	0.00%	0.00%
	Facilities- Community Centres	0	1	0.00	1.21	0.00%	0.00%
	Property	1	1	14.86	14.86	100.00%	100.00%
Head of Service Total:		1	4	14.86	28.79	51.62%	25.00%
Grand Total:		4	36	70.92	204.42	34.69%	11.11%

Long term (20 days+ in month)/ short term sickness analysis for June 2022

Head of Service	Section	No Occurrences Long Term	Total No Occurrences Absent	Long Term FTE Days Lost	Total FTE Days Lost	Long Term as a % of Days Lost	Long Term as a % of Occurrences
Corporate Resources	Customer Services	2	2	34.17	34.17	62.99%	100.00%
	Democratic Services and H&S	0	1	0.00	1.96	0.00%	0.00%
	Financial Services	0	1	0.00	3.91	0.00%	0.00%
Head of Service Total:		2	4	34.17	40.04	85.34%	50.00%
Environment, Communities	Community Relations	0	1	0.00	2.43	0.00%	0.00%
	Leisure Services	0	8	0.00	26.88	0.00%	0.00%
	Parks and Street Care	0	5	0.00	37.18	0.00%	0.00%
	Public Protection	0	2	0.00	6.85	0.00%	0.00%
	Transport and Waste	1	7	21.52	52.83	40.74%	14.29%
Head of Service Total:		1	23	21.52	126.17	17.06%	4.35%
Regeneration, Development	Welfare Support	0	1	0.00	3.91	0.00%	0.00%
Head of Service Total:		0	1	0.00	3.91	0.00%	0.00%
Grand Total:		3	28	55.69	170.13	32.73%	10.71%

Long term (20 days+ in month)/ short term sickness analysis for March 2022

Analysis of Short and Long Term Absence - March 2022

Head of Service	Section	No Occurrences Long Term	Total No Occurrences Absent	Long Term FTE Days Lost	Total FTE Days Lost	Long Term as a % of Days Lost	Long Term as a % of Occurrences
Corporate Resources	Customer Services	0	4	0.00	16.94	0.00%	0.00%
	Democratic Services and H&S	0	1	0.00	2.93	0.00%	0.00%
	Financial Services	0	3	0.00	7.99	0.00%	0.00%
	HR, Performance and Svs Planning	0	1	0.00	6.59	0.00%	0.00%
	Information & Communications Technology	0	3	0.00	16.63	0.00%	0.00%
	Legal Services	0	1	0.00	4.05	0.00%	0.00%
	Revenues	0	1	0.00	3.24	0.00%	0.00%
Head of Service Total:		0	14	0.00	58.38	0.00%	0.00%
Environment, Communities & Transport	Leisure Services	1	21	21.66	63.91	33.89%	4.76%
	Parks and Street Care	2	8	43.05	95.88	44.90%	25.00%
	Transport and Waste	2	13	45.01	85.80	52.45%	15.38%
Head of Service Total:		5	42	109.71	245.60	44.67%	11.90%
Regeneration, Development and Communities	Communications	0	1	0.00	1.65	0.00%	0.00%
	Facilities- Community Centres	1	1	22.50	22.50	100.00%	100.00%
	Property	0	3	0.00	9.20	0.00%	0.00%
Head of Service Total:		1	5	22.50	33.35	67.47%	20.00%
Grand Total:		6	61	132.21	337.32	39.20%	9.84%

Long term (20 days+ in month)/ short term sickness analysis for December 2021

Analysis of Short and Long Term Absence - December 2021

Head of Service	Section	No Occurrences Long Term	Total No Occurrences Absent	Long Term FTE Days Lost	Total FTE Days Lost	Long Term as a % of Days Lost	Long Term as a % of Occurrences
Corporate Resources	Customer Services	1	5	22.50	38.95	57.77%	20.00%
	Financial Services	0	2	0.00	4.12	0.00%	0.00%
	Information & Communications Technology	0	1	0.00	8.81	0.00%	0.00%
Head of Service Total:		1	8	22.50	51.87	43.38%	12.50%
Environment, Communities & Leisure	Leisure Services	2	13	29.46	55.93	52.68%	15.38%
	Parks and Street Care	4	9	87.08	118.23	73.65%	44.44%
	Public Protection	1	1	9.09	9.09	100.00%	100.00%
	Transport and Waste	2	12	42.07	71.42	58.90%	16.67%
Head of Service Total:		9	35	167.70	254.67	65.85%	25.71%
Regeneration, Development & Housing	Communications	0	1	0.00	0.98	0.00%	0.00%
	Facilities- Community Centres	1	1	22.50	22.50	100.00%	100.00%
	Property	1	1	22.50	22.50	100.00%	100.00%
	Welfare Support	0	2	0.00	2.97	0.00%	0.00%
Head of Service Total:		2	5	45.01	48.96	91.93%	40.00%
Grand Total:		12	48	235.20	355.50	66.16%	25.00%

Long term (20 days+ in month)/ short term sickness analysis for September 2021

Analysis of Short and Long Term Absence - September 2021

Head of Service	Section	No Occurrences Long Term	Total No Occurrences Absent	Long Term FTE Days Lost	Total FTE Days Lost	Long Term as a % of Days Lost	Long Term as a % of Occurrences
Corporate Resources	Customer Services	0	1	0.00	2.94	0.00%	0.00%
	Democratic Services and H&S	0	1	0.00	0.98	0.00%	0.00%
	Financial Services	0	1	0.00	2.96	0.00%	0.00%
	Information & Communications Technology	0	1	0.00	2.94	0.00%	0.00%
	Legal Services	0	1	0.00	0.99	0.00%	0.00%
	Revenues	1	5	20.55	28.06	73.22%	20.00%
Head of Service Total:		1	10	20.55	38.85	52.88%	10.00%
Environment, Communities & Leisure	Leisure Services	1	12	7.46	41.22	18.10%	8.33%
	Parks and Street Care	2	7	43.05	75.34	57.14%	28.57%
	Public Protection	1	2	8.80	9.78	89.99%	50.00%
	Transport and Waste	3	14	63.59	107.27	59.28%	21.43%
Head of Service Total:		7	35	122.90	233.61	52.61%	20.00%
Regeneration, Development and Comms	Communications	0	1	0.00	0.98	0.00%	0.00%
	Development Services	0	2	0.00	6.85	0.00%	0.00%
	Property	1	2	21.52	21.93	98.15%	50.00%
	Welfare Support	0	3	0.00	7.83	0.00%	0.00%
Head of Service Total:		1	8	21.52	37.58	57.27%	12.50%
Grand Total:		9	53	164.97	310.04	53.21%	16.98%

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Report to Joint Consultative and Safety Committee

Subject: Current staffing issues (Standing Item)

Date: 15 November 2022

Author: Head of HR, Performance and Service Planning

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. Recommendation

The Committee is asked to note this report.

3. Summary of current issues

3.1 National and local pay

The detail of the 2022/23 pay offer was reported to this committee at its last meeting in August.

Both UNISON and GMB have now accepted the National Employers' final pay offer for NJC staff (which covers most of our workforce). Unite, the third union to be nationally recognised for local government pay bargaining has not accepted the proposed pay deal but the national agreement only requires that a majority of members support the proposal and so the offer of £1,925 will be added to all NJC annual salaries (pro rata for part time employees) and back-dated to 1 April this year.

The same award will be applied to JNC Chief Officers. Nationally, Chief Executives have yet to accept a pay offer.

For NJC staff the award also includes an additional day's leave to be applied to all employees (again pro rata for part-time employees) with effect from 1 April 2023.

Locally there are proposals to make additional payments to lower paid staff to recognise the difficult financial position. These proposals cover both a one-off payment to help support employees in posts up to Band 6 and consolidated payments that are designed both to improve the salary of the lowest paid employees as well as being an aid to future recruitment. The details of these proposals are brought to this committee under separate report.

3.2 Staffing

3.2.1. The committee is asked to note the departure of the Corporate Director of Environment, Communities and Leisure who has resigned from the Council.

3.2.2 Also to note is the appointment of our new health and safety team. A copy of the item that appeared on the staff intranet is shown below.



Meet your new Health and Safety Team

24th October 2022

We would like to introduce you to the new Health and Safety Team that are here to support you with any of your needs or concerns.

Rebecca Hutchinson (left) is the new Health, Safety and Emergency Planning Manager. Rebecca joins Gedling from Bolsover and northeast Derbyshire District Council, where she worked as part of the Joint Health and Safety Team for eight years. Rebecca has completed her level 6 diploma in applied health and safety and is currently working towards chartered status with IOSH.

Sarah Merrell (right) is the new Health and Safety Advisor, having moved from our Leisure Team where she worked for over 15 years. For the last eight years, Sarah was the Assistant Manager for Carlton Forum Leisure and acted as the health and safety lead for the site. Sarah has completed the IOSH managing safety course and is about to start her NEBOSH General Certificate in Occupational Safety and Health.

Both Rebecca and Sarah are working full time from the Civic Centre but will be also making site visits and hot desking at the depot. The health and safety office can be found on the first floor or the Civic Centre, near to the Finance Department.

If you have any health and safety questions or concerns, contact:

Rebecca Rebecca.hutchinson@gedling.gov.uk mobile 07976 299 111 or extension 3941

Sarah Sarah.merrell@gedling.gov.uk mobile 07772111673 or extension 3940

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

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