

## **PERSONNEL COMMITTEE**

**TUESDAY, 23 MARCH 2021**

Present: Councillor R S Robinson, Chair

Councillors: T A Cullen (Substitute)  
L Fletcher  
J C Goold  
L A Lally  
P Lally  
H Land  
M Radulovic MBE  
P J Owen  
J M Owen  
P D Simpson  
C M Tideswell  
D K Watts  
R D Willimott

Apologies for absence were received from Councillors M Hannah

### 20 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

### 21 **MINUTES**

The minutes of the meeting held on 1 December 2020 were confirmed as a correct record.

### 22 **REFERENCES**

#### 22.1 **LOCAL JOINT CONSULTATIVE COMMITTEE**

25 February 2021

**Acting Up and Honoraria Policy**

The Committee welcomed the Acting Up and Honoraria Policy. They discussed the opportunity for employees to diversify and upgrade their skills and reward employees for undertaking acting up. The amendments, in addition would encourage staff to continue to go the extra mile, knowing that the additional work and responsibility would be recognised in an appropriate financial recompense, and allow Managers more scope to fill skill gaps for the future and support succession planning.

Councillor M Radulovic MBE thanked all staff particularly the staff at the depot and frontline staff. No services within Broxtowe have closed during the Covid-19 pandemic

and made particular reference to the cleansing teams especially at the beginning of lockdown.

An amendment to the motion was proposed by Councillor P J Owen and seconded by Councillor P D Simpson when took to the vote this amendment was carried.

**RESOLVED that, the Acting Up and Honoraria Policy be approved with any decisions being made to be reported to the next Personnel Committee.**

## 22.2 LOCAL JOINT CONSULTATIVE COMMITTEE

25 February 2021

### Care Leavers Interview Scheme

The Committee noted the scheme that guarantees interviews to Care Leavers who meet the essential criteria of an advertised position's person specification and how the Council could support young people who have been in care by breaking down employment barriers and implementing supportive employment policies.

The Care Leavers Association definition in the policy was commented a better option than The Children Leaving Care) Act 2000 and should be used to apply the scheme.

Councillor D K Watts proposed the amendment to the recommendation and Councillor H Land seconded this. When took to the vote this amendment was carried.

**RESOLVED that, the Care Leavers Interview Scheme be approved with the definition from the Care Leaver's Association be adopted within the scheme.**

## 22.3 LOCAL JOINT CONSULTATIVE COMMITTEE

25 February 2021

### Neurodiversity Policy

The Committee welcomed the new Neurodiversity Policy; the policy formally outlines the approach the Council can support employees that may be considered as neurodiverse. The policy covers (but not limited to): ADHD, Autism, Dyslexia Dyspraxia, Dyscalculia, Dysgraphia and Tourette's.

The Councillors were impressed that Broxtowe are leading the way with the continued commitment to supporting employees with disabilities and neurodivergent conditions.

The report writer was praised by the Committee for such an excellent Policy and after benchmarking other Local Authorities it was recognised that Broxtowe is to be the first Council to have a neurodiversity policy.

**RESOLVED that, the Neurodiversity Policy be approved.**

## 23 SALARY SACRIFICE CAR LEASE SCHEME

Councillors were introduced to a new employee salary sacrifice car lease scheme. With the Council's commitment to reducing its carbon footprint, the introduction of a salary sacrifice car lease scheme. Whilst being a benefit to its employees, would also

allow the Council to have some control over its business-related emissions for those taking up the scheme.

Savings to the Council in terms of lower employer's national insurance and superannuation contributions would depend upon the take up of the scheme by employees. There is also the option to buy the car after the lease period. Discussions took place surrounding the benefits of electric cars and charging points across the Borough.

**RESOLVED that the introduction of a salary sacrifice car lease scheme as set out in the report be approved.**

## 24 SUCCESSION PLANNING FRAMEWORK

Members were advised of the introduction of a framework to assist in the process of Succession Planning. The framework would ensure Broxtowe has identified its key posts and have considered issues of resilience in support of the delivery of the Corporate Plan 2020-24. The framework detailed the definition of succession planning, the roles and responsibilities of those involved, how to identify successors for vacant post and how to recruit and select successors.

**RESOLVED that the Succession Planning Framework and an update on the Framework be reported back to the Personnel Committee within 12 months be approved.**

## 25 NOTING REPORTS

**The Committee NOTED the following reports.**

- Workforce Profile
- Disability Confident Status
- Mental health Update
- Organisational Development Strategy
- Threats of Suicide

## 26 WORK PROGRAMME

The Committee considered the work programme.

**RESOLVED that the work programme with the additional item to review procedures of dealing with threats of suicide be approved.**

## 27 EXCLUSION OF PUBLIC AND PRESS

**RESOLVED that, under Section 100A of the Local Government Act, 1972, the public and press be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1,2 and 3 of Schedule 12A of the Act.**

28 EARLY RETIREMENT

**RESOLVED** that, the early retirement of the Customer Services Team leader (C72) on 30 April 2021 on a full pension without actuarial reduction be approved.

29 RESTRUCTURE

**RESOLVED** that the proposals outlined in the detailed report be approved.

30 FINANCE SERVICES - ESTABLISHMENT CHANGE

**RESOLVED** that, with effect from 1 April 2021, the establishment changes to the Accountancy section within the Finance Services division as set out in the report be approved.