

**PERSONNEL COMMITTEE
2ND APRIL 2019**

PRESENT: The Chair (Councillor Barkley)
The Vice Chair (Councillor Draycott)
Councillors Morgan, Poland, Shepherd and
Smidowicz

CBC HR Manager (Strategy)
Strategic Director of Corporate Services
Head of Strategic Support
Democratic Services Officer (NA)

APOLOGIES: Councillor Snartt

The Chair stated that the meeting would be recorded and the sound recording subsequently made available via the Council's website. He also advised that, under the Openness of Local Government Bodies Regulations 2014, other people may film, record, tweet or blog from this meeting, and the use of any such images or sound recordings was not under the Council's control.

22. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 4th December 2018 was confirmed as a correct record and signed.

23. DISCLOSURES OF PECUNIARY AND PERSONAL INTERESTS

Councillor Poland declared a personal interest in relation to item 05 as he had a local government pension at his workplace.

24. QUESTIONS UNDER COMMITTEE PROCEDURES 12.8

No questions had been submitted.

25. LOCAL GOVERNMENT PENSION SCHEME DISCRETIONS

A report of the Head of Strategic Support was submitted to gain approval of the Council's Pension Scheme Discretions (item 5 on the agenda filed with these minutes).

The HR Manager advised the Committee that the report had been submitted again as no formal agreement was made at the last meeting.

RESOLVED that the Personnel Committee formally agree the Council's Pension Scheme Discretions as attached at Appendix A.

Reason

Although the Committee had considered the proposals relating to the Council's Pension Scheme Discretions at the previous Personnel Committee meeting on 4th December 2018, a formal motion to agree the proposals was required to be recorded as it is necessary for the Council to provide information to the Pensions Services about which discretions they would want to be applied as soon as possible.

26. GUARANTEED INTERVIEW SCHEME - VETERANS, AND LEAVE ARRANGEMENTS RESERVE FORCES

A report of the Head of Strategic Support was submitted seeking the Committee's approval of the proposal to guarantee interviews for veterans and to agree amendments to the Leave Arrangements Policy relating to reservists (item 6 on the agenda filed with these minutes).

The Committee was in agreement of the scheme and was pleased that the Council was providing more opportunities for veterans.

RESOLVED

1. That the Manager's Guidance on Recruitment and Selection be amended to include giving feedback to any veterans applying for roles.
2. That the Personnel Committee agree to the implementation of a Guaranteed Interview Scheme for veterans and amendments to the Leave Arrangements Policy relating to reservists.

Reason

1. To provide a positive recruitment experience for veterans.
2. Veterans are more likely to be unemployed than civilians due to a range of barriers, predominantly in translating their skills, effectively mapping these to identify appropriate civilian jobs and creating competitive applications and interviews to make it through the recruitment process.

The Ministry of Defence have specified that a period of post operational leave should be built in prior to reservists returning to their workplace.

27. GENDER PAY GAP INFORMATION AND ACTION PLAN

A report of the Head of Strategic Support was submitted asking the Committee to note the Council's Gender Pay Gap Report based on the snapshot date of 31 March 2018 (item 7 on the agenda filed with these minutes).

The Committee was advised that since the last report had been provided the Council had improved its performance in relation to the gender pay gap. The Council was now employing a range of male and female apprentices and was attempting to ensure interview panels had a mix of male and female managers present to offer a balanced and more encouraging presence.

RESOLVED

1. that the Personnel Committee note the details of the Gender Pay Gap report and agree that the results are published on the Gov.UK site in accordance with reporting requirements, prior to 31st March 2019;
2. that the Personnel Committee also note and comment upon the action plan, attached at Appendix B.

Reasons

- 1&2. The Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017 requires public sector employers with 250 or more employees on the snapshot date of 31st March each given year, to carry out gender pay analysis and reporting.

NOTES:

1. No reference may be made to these minutes at the Council meeting on 24th June 2019 unless notice to that effect is given to the Democratic Services Manager by five members of the Council by noon on the fifth working day following publication of these minutes.
2. These minutes are subject to confirmation as a correct record at the next meeting of the Personnel Committee.