

**PERSONNEL COMMITTEE**  
**28TH MARCH 2023**

PRESENT: The Chair (Councillor Morgan)

Councillors Barkley, A. Gray, B. Gray, Poland,  
Shepherd and Snartt

Director Finance, Governance and Contracts  
Charnwood HR Manager  
Senior HR Advisor  
Democratic Services Officer (NC)

APOLOGIES: Councillor Boldrin

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.

19. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 20th December 2022 was confirmed as a correct record and signed.

20. DISCLOSURES OF PECUNIARY INTERESTS, AND OTHER REGISTRABLE AND NON-REGISTRABLE INTERESTS

No disclosures were made.

21. QUESTIONS UNDER COMMITTEE PROCEDURES 12.8

No questions had been submitted.

*Cllr Poland joined the meeting.*

22. GENDER PAY GAP AS AT 31ST MARCH 2022

A report of the Director, Finance, Governance and Contracts was submitted providing details of the Gender Pay Gap as at 31st March 2022 (item 5 on the agenda filed with these minutes).

Members welcomed the attached Action Plan and discussed (in brief) the following:

- quartile pay bands, the proportions of male and females in different quartiles and the reasons why,
- the distortion of the data by outsourcing contracts and that this data would not be easy to access to compare results,
- ways in which the Council were improving recruitment and access to upper pay bands for women.

- aspirations of the Council to improve its gender pay gap, including whether targets were required.

Noted that the data in the report applied to March 2022, and due to steps required for review and access to data it was challenging to present closer to the period it covered, but efforts would be made to expedite the process.

## **RESOLVED**

1. that a report detailing incentives provided by the Council to encourage recruitment from all sectors of society, including methods by which the Council's attractiveness as an employer was highlighted for prospective candidates, be submitted to the Committee at a future meeting;
2. that the Personnel Committee note the details of the Gender Pay Gap report.

### Reasons

1. Members wished to understand in more detail the kinds of incentives the Council provided to encourage recruitment from all sectors of society.
2. To note the information outlined within the Gender Pay Gap report as required under the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017. The Act requires public sector employers with 250 or more employees on the snapshot date of 31 March each year to carry out gender pay analysis and reporting.

## 23. MENOPAUSE GUIDANCE – ADVICE AND SUPPORT FOR EMPLOYEES AND MANAGERS UPDATE

A report of the Director, Finance, Governance and Contracts was submitted to agree the proposed amendment to the Menopause Guidance (item 6 on the agenda filed with these minutes).

The Charnwood HR Manager shared the signed Menopause Workplace Pledge with the Committee and noted that this report was formalising an amendment to the guidance document to reflect the Council's commitment. She explained that the Council was hoping to reintroduce a Buddy system and a menopause group.

Members welcomed the signing of the Pledge and stated that more awareness of matters such as menopause, mental health and wellbeing was valuable and necessary in developing an organisational culture of openness. Noted that there had been no changes to the Sick Leave Policy but flexibility was allowed at the discretion of the manager and that training was not currently mandatory for managers but this was under review.

**RESOLVED** that the Personnel Committee agree the proposed amendment to the Menopause Guidance – Advice and Support for Employees and Managers to reflect the Council's commitment to the menopause Workplace Pledge.

## Reason

To accurately reflect the commitments made by the Council in relation to the menopause and ensure this is clearly set out within the relevant council policy.

## NOTES:

1. No reference may be made to these minutes at the next ordinary Council meeting 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.