

## **JOINT EMPLOYEE COUNCIL**

### **Minutes of the Meeting held on 20<sup>th</sup> October 2021 at Worksop Town Hall**

#### **Present:**

##### Employer's Representatives:

Councillors S Isard and J Sanger

Subs: K Greaves and D Pressley.

##### Employee Representatives:

M Bassett, K Circuit, D Fretwell, P Lee and J Whalley.

##### Officers in attendance:

K Childs and E Hinsley.

(Meeting commenced at 3:00pm)

The Chair welcomed all to the meeting and read out the Fire Alarm/Evacuation Procedure. As there were no members of public present, there was no need to enquire whether any member of the public wished to film/record the meeting.

#### **12. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors J Evans, D Pidwell, C Tindle and J White and Employee Representative T Walstow.

#### **13. DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS**

##### **(a) Members**

There were no declarations of interest by Members.

##### **(b) Officers**

There were no declarations of interest by officers.

#### **14. MINUTES OF MEETING HELD ON 21<sup>ST</sup> JULY 2021**

**RESOLVED** that the Minutes of the meeting held on 21<sup>st</sup> July 2021 be approved.

#### **15. MINUTES FOR ACTION**

**RESOLVED** that the Minutes for Action be received.

#### **16. OUTSTANDING MINUTES LIST**

**RESOLVED** that the Outstanding Minutes List be received.

### **SECTION A – ITEMS FOR DISCUSSION IN PUBLIC**

#### **Key Decisions**

None.

## **Other Decisions**

### **17. REPORT(S) OF THE EMPLOYER'S REPRESENTATIVES**

#### **(a) Update on Progress of People Strategy Action Plan**

The Committee was presented with an update on the progress towards the actions identified in the People Strategy Action Plan for 2021/22.

A training budget had been allocated to support mental health understanding. 35 managers were to undertake the mental health first aid certificated programme. E-content providers who offer mental health modules were also being explored.

Health and wellbeing pop-up markets had been held at both Worksop and Retford markets and free bicycle health checks had been promoted to staff. Westfield resources were also being promoted to staff who were off sick.

The e-recruitment portal had been completed and was currently being tested before its launch.

Apprenticeships in customer services specialist level 3 were now underway for three customer service advisors and other apprenticeship opportunities were being investigated.

Members questioned whether there was any training available to enable staff to become HGV drivers given the national shortage. The Head of People and Culture (HPC) advised that HGV training for staff had been prioritised, although there were delays due to the availability of test dates. The HPC assured the Committee that the Council was paying the fees for the training and tests.

**RESOLVED** that the contents of the update report and attachment be noted.

#### **(b) Hybrid Working Policy**

Members received a report on the proposed adoption of a Hybrid Working Policy.

Since March 2020, many of the Council's staff have been working from home due to the Covid-19 pandemic. The results of a number of employee surveys indicated that staff would like to continue with an element of home working on a more permanent basis.

It has been proven that services can successfully be delivered through remote working, although this must be combined with office-based working to ensure that staff are available on site to respond to customers.

Members questioned whether it would be possible for the Health and Safety Committee to receive information on numbers covid-related absence by service area in order to assist in identifying any problem areas. The HPC advised that the Council is required to report any covid cases to Public Health England along with details on how the Council has responded to this. Public Health England then advises the Council as to whether this is sufficient or any further measures should be taken.

**RESOLVED** that the draft Hybrid Working Policy be agreed and recommended to Cabinet.

### **18. LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

**RESOLVED** that, in accordance with Part 1 of Schedule 12A of the Local Government Act 1972, and after considering the public interest test as set out by the officer in the body of the report, Members agreed that the following items of business involved the likely disclosure of exempt information as defined in Paragraph 4, and therefore, in accordance with Section 100A of the Act, the press and public be excluded from the meeting:

Agenda Item No. 19(a) - Review of Agency Workers – Paragraph 4

## **SECTION B – ITEMS FOR DISCUSSION IN PRIVATE**

### **Key Decisions**

None.

### **Other Decisions**

#### **19. REPORT(S) OF THE EMPLOYER'S REPRESENTATIVES**

##### **(a) Review of Agency Workers**

Members were updated on the use of agency workers and consultants for the period 1<sup>st</sup> April to 30<sup>th</sup> June 2021. The information was appended to the report with a year's worth of data for comparison.

**RESOLVED** that:

1. The report on the use of agency workers and consultants be noted;
2. In order to seek to reduce the incidence of agency working, to require that managers complete the quarterly monitoring form, which will be reported to the Joint Employee Council.

#### **20. ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS TO BE URGENT**

As there was no other urgent business to discuss, the Chair thanked everyone for their attendance and input and closed the meeting.

(Meeting closed at 3:41pm)