

# Employment Committee



SOUTH  
KESTEVEN  
DISTRICT  
COUNCIL



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Wednesday, 21 September 2022 at 10.00 am  
Council Chamber - South Kesteven House,  
St. Peter's Hill, Grantham. NG31 6PZ

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**Committee Members:** Councillor Sarah Trotter (Chairman)  
Councillor Anna Kelly (Vice-Chairman)

Councillor Kelham Cooke, Councillor Annie Mason, Councillor Adam Stokes,  
Councillor Paul Wood and Alliance SK Vacancy

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## Agenda

This meeting can be watched as a live stream, or at a later date, via the  
[SKDC YouTube Channel](#)

**1. Apologies for absence**

**2. Disclosure of interests**

Members are asked to disclose any interests in matters for consideration at the meeting.

**3. Minutes of the meeting held on:** (Pages 3 - 16)

**3(a) 9 March 2022**

**3(b) 28 March 2022**

**3(c) 15 June 2022**

**4. Updates from the previous meeting** (Page 17)

To consider updates on the Actions agreed at the previous meeting.

**5. Pay Review Update** (Pages 19 - 36)

The purpose of this report is to provide the Employment Committee with an update on the progress of the Pay Review.

- 6. Corporate Values Update** (Pages 37 - 45)
- The purpose of this report is to provide the Employment Committee with an update on the refresh of South Kesteven District Council's corporate values.
- 7. Induction Update** (Pages 47 - 50)
- The purpose of this report is to provide the Employment Committee with an update on South Kesteven District Council's induction process.
- 8. Pensions Policy Statement and Pensions Discretions Procedure** (Pages 51 - 76)
- The purpose of the report is to present a draft updated Pensions Policy Statement and Pensions Discretions Procedure for consideration by the Employment Committee and seek approval for delegation.
- 9. SKDC Intranet** (Pages 77 - 80)
- The purpose of this report is to provide the Employment Committee with an update on the Council's intranet.
- 10. Draft Operational Driving Policy** (Pages 81 - 98)
- The draft Operational Driving Policy details the arrangements that are in place and the collective responsibilities that will ensure that the risks associated with occupational driving are minimised, so far as reasonably practicable.
- 11. Employee Handbook** (Pages 99 - 103)
- The purpose of this report is to provide the Employment Committee with an update on the Council's employee handbook and next steps of the handbook review.
- 12. Employee Rewards and Recognition** (Pages 105 - 108)
- The purpose of this report is to provide the Employment Committee with an update on employee recognition.
- Exclusion of Press and Public**
- It is likely that the press and public will be excluded during discussion of the following agenda item because of the likelihood that information that is exempt under paragraph 1 of Schedule 12A of the Local Government Act 1972 (as amended) as the information relates to an employee of the Council.
- 13. Proposed Director Targets for 2022 – 2023** (Pages 109 - 118)
- The report seeks input and engagement from Members of the Employment Committee and the approval for the proposed Directors appraisal targets for 2022-2023.
- 14. Work Programme 2022 – 2023** (Pages 119 - 121)
- Members to consider the Committee's Work Programme for 2022-2023.
- 15. Any other business, which the Chairman, by reason of special circumstances, decides is urgent**

