

Employment Committee



SOUTH
KESTEVEN
DISTRICT
COUNCIL



Wednesday, 4 September 2024 at 2.00 pm
Council Chamber - South Kesteven House, St. Peter's Hill,
Grantham. NG31 6PZ

Committee Members: Councillor Anna Kelly (Chairman)
Councillor Gloria Johnson (Vice-Chairman)

Councillor Matthew Bailey, Councillor Rhys Baker, Councillor Ashley Baxter,
Councillor Harrish Bisnauthsing, Councillor Phil Gadd, Councillor Gareth Knight and
Councillor Paul Martin

Agenda

This meeting can be watched as a live stream, or at
a later date, [via the SKDC Public-I 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 8 July 2024** (Pages 3 - 12)
Public and exempt minutes of the meeting held on 8 July 2024.

There is an exempt set of minutes from the 8 July 2024 meeting; they
are exempt under Section 100(a)(4) of the Local Government Act 1972;
paragraph 1 and paragraph 2 of Schedule 12A of the Act. The press
and public may be excluded from the meeting during consideration of
these exempt minutes, on the grounds that if they were to be present,
exempt information could be disclosed to them.
4. **Updates from the previous meeting** (Page 13)
To consider updates on the Actions agreed at the previous meeting.
5. **Employee Engagement Survey 2024** (Pages 15 - 36)
To present the Employee Engagement Survey (2024) results and next
steps.

6. **Work Programme 2024-2025** (Pages 37 - 38)
7. **Exclusion of the 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) would be disclosed to them.
8. **Proposed Director Targets for 2024/2025** (Pages 39 - 45)
This report provides an update on the July 2024 Employment Committee Report on the proposed targets for Directors for the 2024/2025 financial year.
9. **Any other business, which the Chairman, by reason of special circumstances, decides is urgent**

Meeting of the Employment Committee

Monday, 8 July 2024, 10.04 am



SOUTH
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COUNCIL

Committee Members present

Councillor Anna Kelly (Chairman)
Councillor Gloria Johnson (Vice-Chairman)
Councillor Matthew Bailey
Councillor Rhys Baker
Councillor Ashley Baxter
Councillor Harrish Bisnauthsing
Councillor Phil Gadd
Councillor Gareth Knight
Councillor Paul Martin

Other Members present

Councillor Tim Harrison

Officers

Karen Bradford, Chief Executive
Graham Watts, Assistant Director (Governance and Public Protection) and Monitoring Officer
James Welbourn, Democratic Services Manager (Deputy Monitoring Officer)
Jane Jenkinson, Senior HR Officer
Fran Beckitt, Head of Service – Human Resources and Organisational Development
Michael Chester, Leisure, Parks and Open Spaces Team Leader
Sam Fitt, Senior HR/Corporate Project Officer
Rhys Page, Operations Team Leader
Beth Randall, Housing Services Team Leader
Kev Taylor, CCTV Control Room Supervisor

1. Apologies for absence

All Committee members were present.

Cabinet Member Councillor Rhea Rayside gave apologies.

2. Disclosure of interests

There were no disclosures of interests.

3. Minutes of the meeting held on 20 March 2024

The exempt and public minutes of the meeting held on 20 March 2024 were approved, subject to Councillor Paul Martin's attendance at the meeting being reflected in the confirmed documents.

4. HR Dashboard and People Plan

Councillors considered a presentation from the Head of Service (Human Resources and Organisational Development) which gave an update on the HR metrics from the 2023/2024 financial year.

The HR Dashboard covered the following themes from the People Strategy:

- Recruitment and Workforce Planning
- Engagement
- Reward and Recognition
- Development
- Equality, Diversity and Inclusion
- Wellbeing

One notable highlight was that the sickness absence Key Performance Indicator (KPI) had been bettered with a year-on-year reduction in average days lost from 13.53 to 10.33 per FTE (full-time equivalent).

The Head of Service – Human Resources and Organisational Development gave a presentation to members highlighting the recent SK Awards night, alongside further HR metrics. The following areas were discussed:

- There had been a significant drop in staff turnover, with less leavers than starters. Exit interviews were held with all leavers from the Council. The most common reason given for leaving the Council was career advancement.
- There were many initiatives that celebrated employees and their contributions, such as the Team:SK thank yous and long service achievement awards. Recently, an awards ceremony had been held at the Savoy Cinema, Grantham. Several award winners from that night were present in the Council Chamber to receive thanks from members, including Rhys Page (Waste), Michael Chester (Leisure), Jane Jenkinson (HR), Kev Taylor (CCTV), and Beth Randall (Housing).
- The Staff Engagement Survey had seen an 85% response rate. Engagement sessions had been held with each team, and this had contributed to a rise in engagement from 74% from the previous year.
- HR sessions run throughout the course of 2023-2024 included Team Spotlights, a focus on on-boarding, and social events such as the staff barbecue.

- The largest age demographic working at the Council was those aged between 50-59. The Council was working towards being an 'age-friendly employer'.
- There was no gender pay gap at the Council.
- As part of learning week, there had been sessions for officers' personal development, as well as the inclusion of training on key skills that had specifically been requested by the staff. There had also been the introduction of internal work experience; this was where colleagues would visit other teams and departments to learn more about other areas of the Council.
- Since the Covid-19 pandemic the amount of sickness absences had increased. The top reasons for this increase were mental health conditions and musculo-skeletal issues.
- Counsellors were available 24 hours a day, 7 days a week through the Employee Assistance Programme (EAP). The EAP had fielded 48 calls from the Council during the last year. There had also been 95 visits from the mental health first aid network in the same period.
- 595 'return to work' conversations had taken place. These conversations occurred when a member of staff had returned to work following a sickness absence.
- It had been a busy period in the wellbeing calendar. For Mental Health Week, there were yoga sessions, the opportunity to use an exercise bike in the office, and the celebrations related to the 50th year anniversary of the formation of South Kesteven District Council.
- In terms of disciplinaries, there were 4 grievances and 15 investigations.
- For the Staff Engagement Survey, the same 60 questions used for the previous year's survey were used again. These questions asked staff to indicate a preference, but some boxes enabled staff to add their comments in a free text box.
- **ACTION** – the Head of Service – Human Resources and Organisational Development was to share the statistics for disciplinaries with Committee Members, to include the departments of the staff members concerned.
- 83% of respondents to the Engagement Survey either 'strongly agreed', or 'agreed' that other colleagues supported them at work, demonstrating a good demographic of collaborative support at the Council.

The Employment Committee **NOTED** the information provided in the HR dashboard for the 12-month period of the 23/24 year.

5. SKDC Volunteer Policy - Update on Implementation

Members considered an update on the implementation of the 'Volunteering with South Kesteven District Council Policy'.

The item had previously been considered at Employment Committee in September 2023. Progress had been made on its implementation, with volunteers in parks and the Arts being two particular areas of focus.

A recruitment drive had increased volunteering activity in Wyndham Park, Grantham, and also the Stamford Arts Centre.

There had been engagement with the Wyndham Park Forum and Friends of Wyndham Park. The Leader of the Council, alongside the Cabinet Member for Leisure and Culture had met with members of the Friends of Queen Elizabeth Park and talks between themselves and the Council were progressing.

It was crucial that people were safe at work through proper procedures and risk assessments. Much progress had been made since last year.

During debate, the following points were highlighted:

- Much of the volunteer work in the past was based on goodwill, but this policy makes clear that the Council was responsible for what happens in parks. The policy also brought together expectations of the Council alongside the creativity of the volunteers.
- The District would not run without volunteers. It was a key route to getting people back to work.
- Once the Policy was embedded within Grantham, it could be distributed as a template more widely through parish clerks if required.

The Employment Committee **NOTED** the progress on the implementation of the Volunteering with South Kesteven District Council Policy.

6. Pay Award 2024/25

Members of the Committee discussed the implementation of a pay award in line with the National Employers' final offer effective from 1 April 2024.

National discussions had taken place on the proposed pay award; however South Kesteven had a local framework separate to the national discussions. It could be the case that the award may be adjusted further once the results of ongoing national discussions were known.

Currently, there would be a £1290 pro rata pay uplift from those on salary point SK20 and lower. Above this salary point, it would be a 2.5% pay uplift. The proposal would achieve a bottom rate of pay of £23526 with effect from 1 April 2024, equality to a 5.8% increase for that grade.

The national employers' pay offer had not been accepted by Trade Unions nationally.

The following points were highlighted during debate:

- If the uplift in salary was not paid until the final outcome of negotiations was known, it could be an issue for those officers entitled to benefits; any back pay could have the effect of unfairly penalising them as benefits were paid on a month-to-month basis.
- The benefit of issuing back pay now was to avoid issuing a much larger payment in the future.
- Full Council was required to agree any increases to members' allowances, but agreed the following at the meeting held on 26 May 2022:

“Member Allowances continue to be linked to any annual salary increase awarded to South Kesteven District Council Officers and that such index-linking continues until the next Independent Remuneration Panel’s report or for a period of 4 years, whichever is the sooner.”

- At the Budget meeting held in March 2024, there had been provision made for an uplift in salaries and allowances.

A brief discussion took place on whether Member allowances should be uplifted at the same time as officer salaries; it was agreed that an **ACTION** to take away was for the Chief Executive and Leader to discuss whether this uplift was implemented immediately, or when the outcome of national discussions was known.

Having previously been moved and seconded, and following a vote, it was AGREED that the Employment Committee endorses the Head of Paid Service and Leader of the Council’s decision to award a pay rise, effective from 1 April 2024, in line with the National Employers final offer:

- **£1290 (pro rata for part time employees) to be paid as a consolidated, permanent addition on all pay points from SK2 – SK20.**
- **An increase of 2.5% on all pay points above SK20.**

7. Human Resources Policies

Members discussed the potential adoption of seven refreshed HR Policies, which included:

- Disciplinary Policy
- Paternity Policy
- Probation Policy
- DBS (Disclosure and Barring Service) Policy
- Attendance Policy
- Recruitment Policy
- Flexi-time Policy

The following information was highlighted to Members, prior to debate:

- The Disciplinary Policy was designed to maintain the standards of conduct and behaviour of staff. The major revision here was the timescales for warnings, alongside further guidance and clarity over the process.
- The proposed change to the Paternity Policy was a move from one to two week's fully paid paternity cover.
- More guidance was contained within the refreshed Probation Policy. There was also a proposed amendment around hearings – if a member of staff's probation could end in dismissal then that hearing would fall in line with SKDC's other processes.
- The DBS Policy was a new, rather than refreshed policy.
- The Attendance Policy contained more information and expectations over officers' responsibilities in this area. There was also an amendment to the attendance procedure.
- There were no changes recommended for either the Recruitment or Flexi-time policies, they were included for completeness.

All of the above had been discussed with the unions, and draft copies of all policies had been circulated to staff. Once policies were approved, they were published on the 'HR Hub' which could be viewed by all staff.

During debate, the following points were highlighted:

- There was already a refreshed Hybrid Working Policy which contained guidance for homeworking. Nationally, there were not many Councils that had such a policy. Staff were required to work a minimum of two days in the office (pro rata for part-time staff).
- Occupational health advice (OH) was sought when a sickness absence was maternity, or disability related. In these instances, reasonable adjustments would be likely be built in, and the absence trigger would not be met.
- Any illness that staff have that impacted their day-to-day life could be entitled to reasonable adjustments. Each absence was treated on a case-by-case basis.
- Each officer wanting to work from home had to complete a workstation assessment and send in a photograph of their workspace.

Recognition was given to the HR team for the range of policies that they had developed, as well as all of the hard work that they contributed on a day-to-day basis.

Having been moved and seconded, and following a vote it was AGREED that Employment Committee approves the adoption of the amended South Kesteven District Council HR policies:

• **Disciplinary Policy**

- **Paternity Policy**
- **Probation Policy**
- **DBS (Disclosure and Barring Service) Policy**
- **Attendance Policy**
- **Recruitment Policy**
- **Flexi-time Policy**

8. Work Programme 2024-2025

Members were all asked to check their availability for 4 September, as there would be an additional interview Panel for a senior position, involving all members of the Employment Committee.

There were no further amendments to the work programme.

9. Exclusion of Press and Public

Having been moved and seconded, and following a vote it was **AGREED** to exclude the press and public during discussion of the remaining agenda items because of the likelihood that information that was exempt under paragraphs 1 and 2 of Schedule 12A of the Local Government Act 1972 (as amended) would have been disclosed to them.

For item 11, it was agreed to extend this exclusion to non-members (Councillors) of the Committee that may have been present.

10. HR Policy Update

The HR policy update was **NOTED** by members of the Committee. An exempt minute was circulated.

11. Proposed Director Targets 2024-2025

The Proposed Director Targets for 2024-2025 contained within the report were **APPROVED** by the Committee. Details of this was contained within an exempt minute.

12. Any other business, which the Chairman, by reason of special circumstances, decides is urgent

There was none.

The meeting closed at 12:27pm.

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By virtue of paragraph(s) 1, 2 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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ACTION SHEET

Employment Committee

To provide members with an update on actions agreed at the meeting held on 8 July 2024.

Min No	Agenda Item	Action	Assigned to	Comment/Status	Deadline
4	HR Dashboard and People Plan	The Head of Service – Human Resources and Organisational Development was to share the statistics for staff disciplinaries with Committee Members, to include the departments of the staff members concerned.	Head of Service – Human Resources and Organisational Development	Email sent from Democracy to Committee Members on 23 August 2024	
6	Pay Award	A brief discussion took place on whether Member allowances should be uplifted at the same time as officer salaries, it was agreed that an ACTION to take away was for the Chief Executive and Leader to discuss whether this uplift to Member allowances took place immediately, or when the outcome of national discussions was known.	Chief Executive	A verbal update will be provided at the meeting on 4 September 2024	
11	Director Targets	Action related to Director post.	Chief Executive	A report would be brought to the Committee on 4 September 2024	

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Employment Committee

Wednesday, 4 September 2024


Report of: The Leader of the Council:
Councillor Ashley Baxter

Cabinet Member for Finance, HR and
Economic Development

Employee Engagement Survey Results 2024

Report Author

Fran Beckitt, Head of Service – Human Resources and Organisational Development

 fran.beckitt@southkesteven.gov.uk

Purpose of Report

The purpose of this report is to present the employee engagement survey results following the 2024 survey and outline actions to be undertaken following the survey.

Recommendations

The Employment Committee is recommended to:

1. Note the findings of the engagement survey

Decision Information

Does the report contain any exempt or confidential information not for publication?	No
What are the relevant corporate priorities?	Effective council
Which wards are impacted?	(All Wards)

1. Implications

Taking into consideration implications relating to finance and procurement, legal and governance, risk and mitigation, health and safety, diversity and inclusion, safeguarding, staffing, community safety, mental health and wellbeing and the impact on the Council's declaration of a climate change emergency, the following implications have been identified:

Finance and Procurement

1.1 There are no specific financial considerations arising from this report.

Completed by: Paul Sutton (Interim Head of Finance and Deputy S151 Officer)

Legal and Governance

1.2 There are no specific legal implications arising from this report.

Completed by: Graham Watts (Monitoring Officer)

Mental Health and Emotional Wellbeing

1.3 Given the Council's priority of supporting mental health and wellbeing, this year's survey included wellbeing related questions asking about the wellbeing provision at the Council and specific questions about the respondents own wellbeing. This produces a 'wellbeing index' which can be measure against last year's survey and compared across teams, which can direct future wellbeing actions and provide a benchmark.

Completed by: Fran Beckitt (Head of Service – HR and Organisational Development)

2. Background to the Report

2.1. In May/June 2024, South Kesteven District Council undertook an employee engagement survey and invited all employees to participate. The survey was open for three weeks.

2.2. Colleagues were asked to rate 41 statements on a scale from 'strongly agree' to 'strongly disagree'. There were a further 10 questions with opportunities to add comments to provide suggestions, feedback and explanations to how they have rated the statements.

- 2.3. Topics covered included:
- Teamwork.
 - Line Management.
 - Working Environment.
 - Innovation.
 - Wellbeing.
 - Engagement and Trust.
 - Leadership.
 - Change Management.
 - Communication.
 - Learning and Development.
 - Reward and Recognition.

3. Survey Results

- 3.1. 502 colleagues (85%) took part in the survey. This is an increase on recent years; 74% in 2023 and 42% in 2022.
- 3.2. The Engagement Index increased to the highest levels we have seen in recent years. The Engagement Index in this year's survey is 72, compared to 70 in 2023 and 63 in 2022.
- 3.3. The Engagement Index is a measure of employee engagement. It is based on the following 6 survey questions:
- i) I would recommend working for SKDC
 - ii) I am proud to be working for SKDC
 - iii) I am happy with my current job at SKDC
 - iv) I find the work I do interesting
 - v) My job makes good use of my talents, skills and experiences
 - vi) Morale at SKDC is generally good.
- 3.4. For further details of the survey results, please refer to Appendix 1 which outlines:
- Responses (%) to each question
 - Engagement levels broken down by key demographics
 - Wellbeing Index consisting of 5 wellbeing questions

- Comments – common themes
- Next steps

4. Consultation

- 4.1 Results have been shared and discussed with the Trade Union Representatives who will continue to be involved in the communication and action planning stages.

5. Appendices

- 5.1 Appendix 1 – Engagement Survey Results Presentation

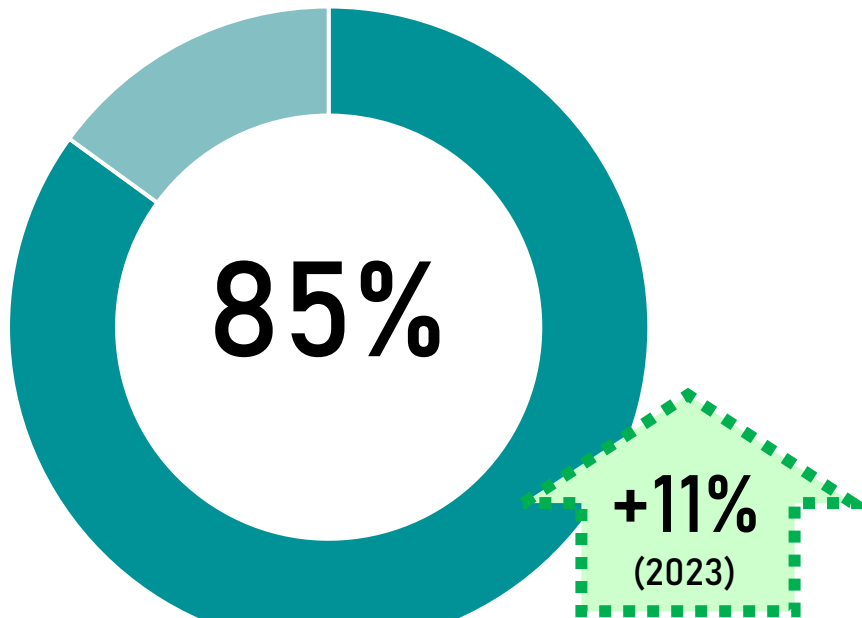
2024 SKDC Engagement Survey Results



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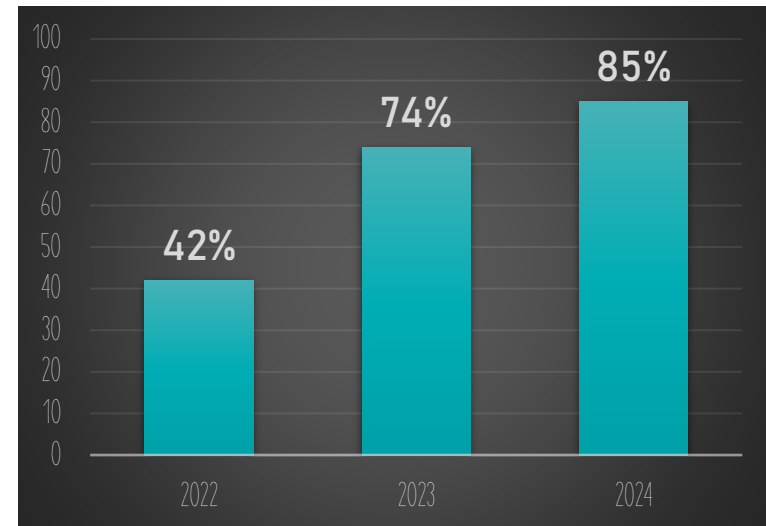
Response Rate

2024 RESPONSE RATE



Of our 571 employees, 484 completed the survey, giving a response rate of 85%. There were an additional 18 responses from individuals on casual contracts.

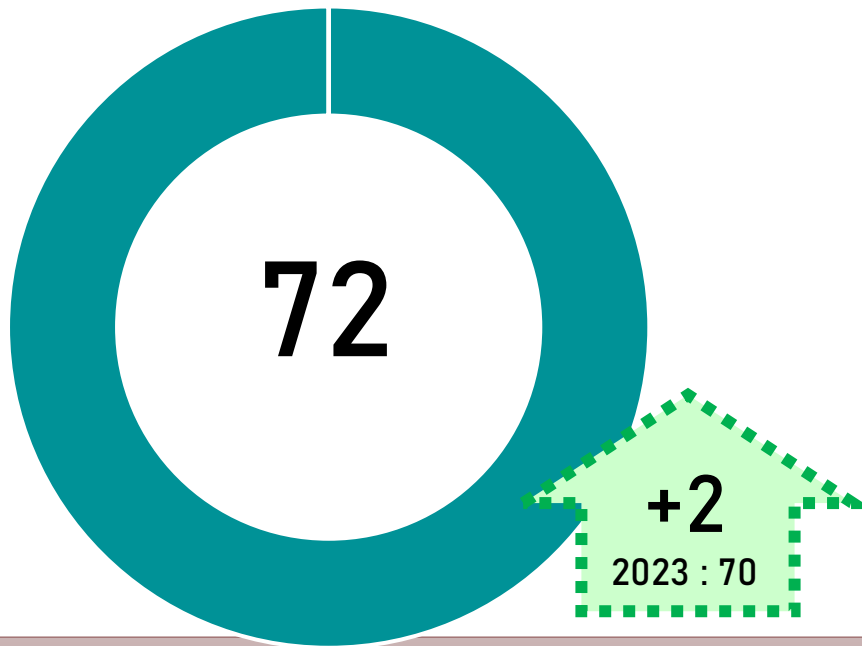
PREVIOUS YEARS' RESPONSE RATE %



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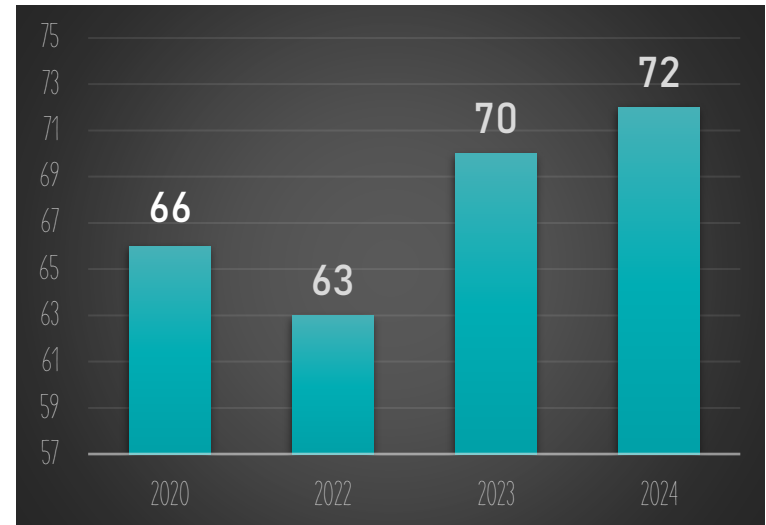
Engagement Index

2024 ENGAGEMENT INDEX



The Engagement Index is a combined calculation of 6 questions that have the biggest impact on overall engagement.

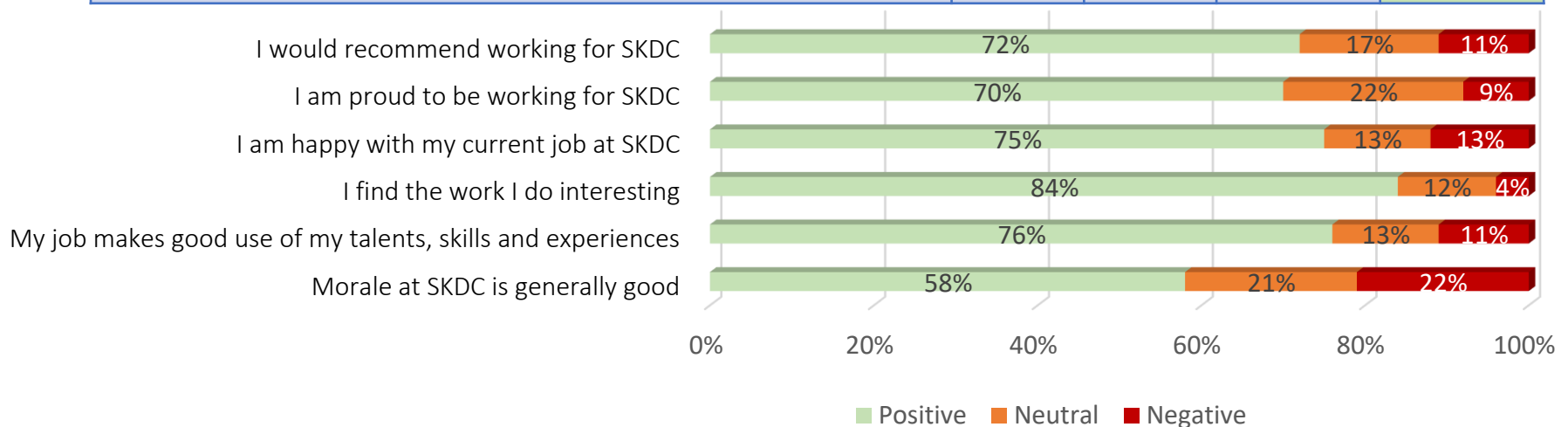
PREVIOUS YEARS RESPONSE RATE %



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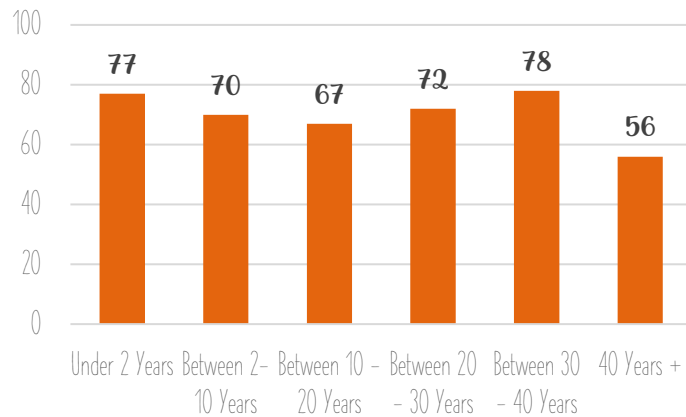
Engagement Index

	% who either agreed or strongly agreed to the statements.			
	2024	2023	2022	Diff 2022 - 2024
I would recommend working for SKDC	78%	72%	54%	24%
I am proud to be working for SKDC	72%	70%	58%	14%
I am happy with my current job at SKDC	80%	75%	67%	13%
I find the work I do interesting	80%	84%	78%	2%
My job makes good use of my talents, skills and experiences	76%	76%	70%	6%
Morale at SKDC is generally good	58%	47%	32%	26%

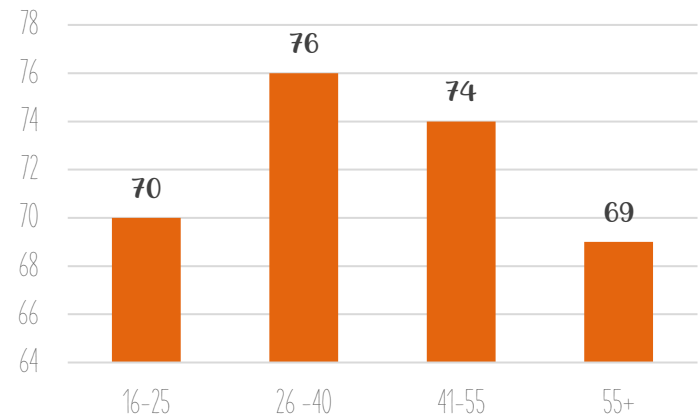


Engagement Index by Demographic

ENGAGEMENT INDEX BY LENGTH OF SERVICE



ENGAGEMENT INDEX BY AGE



Wellbeing Index

66

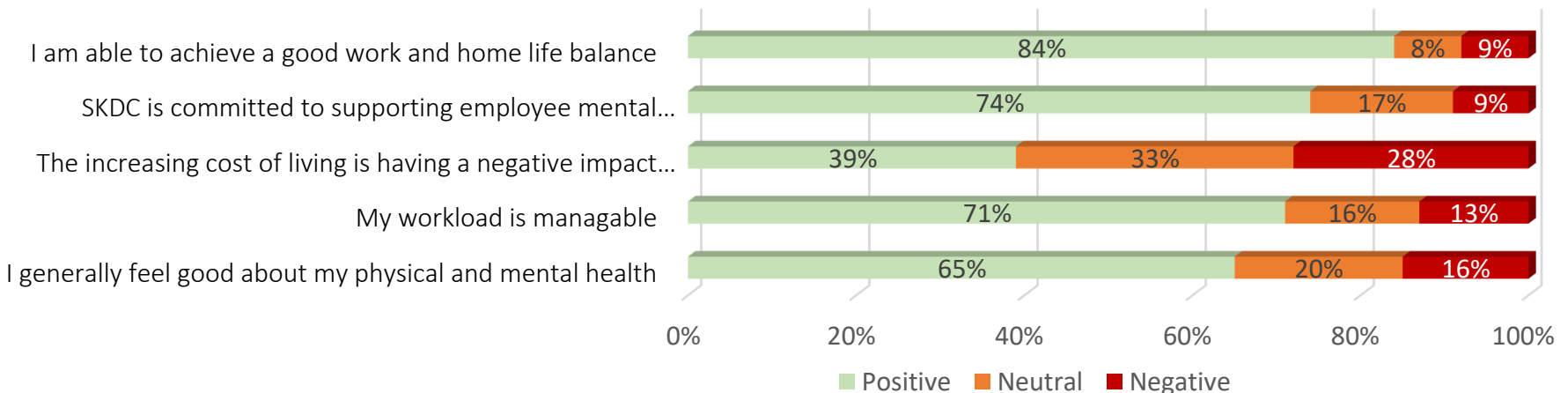
+2

2023 - 64

% who either agreed or strongly agreed to the statements.

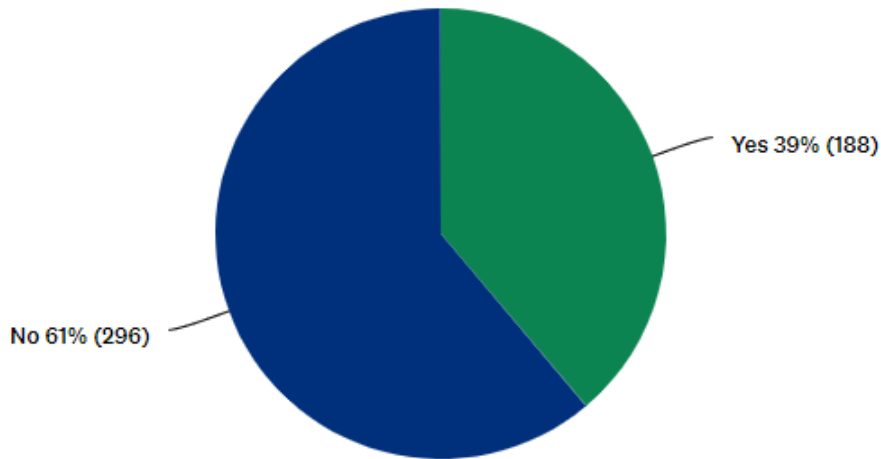
	2024	2023	Diff
I am able to achieve a good work and home life balance	84%	78%	+6
SKDC is committed to supporting employee mental wellbeing	74%	67%	+7
The increasing cost of living is having a negative impact on my mental health	39%	39%	0
My workload is manageable	71%	67%	+4
I generally feel good about my physical and mental health	65%	59%	+6

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Events

HAVE YOU ENGAGED WITH ANY WELLBEING INITIATIVES OVER THE PAST YEAR SUCH AS THE SK AWARDS EVENING/PARTY, MENTAL HEALTH WEEK SESSIONS ETC.



IF YOU ANSWERED NO, PLEASE SPECIFY WHY.

Workload or too busy

x30

Communication/not aware of wellbeing activities

x37

Not interested

x21

New to SK

x12

Wellbeing

WE VALUE YOUR FEEDBACK ON SKDC'S WELLBEING PROGRAMME AND INITIATIVES. PLEASE SHARE YOUR THOUGHTS ON THE CURRENT WELLBEING OFFERINGS PROVIDED BY THE COUNCIL.

I've been to the awards evening and bbq and thought both were great. We can't always get release for other activities.

I think the wellbeing efforts this past year have been the best yet.

Very well organised and friendly for everyone's ability

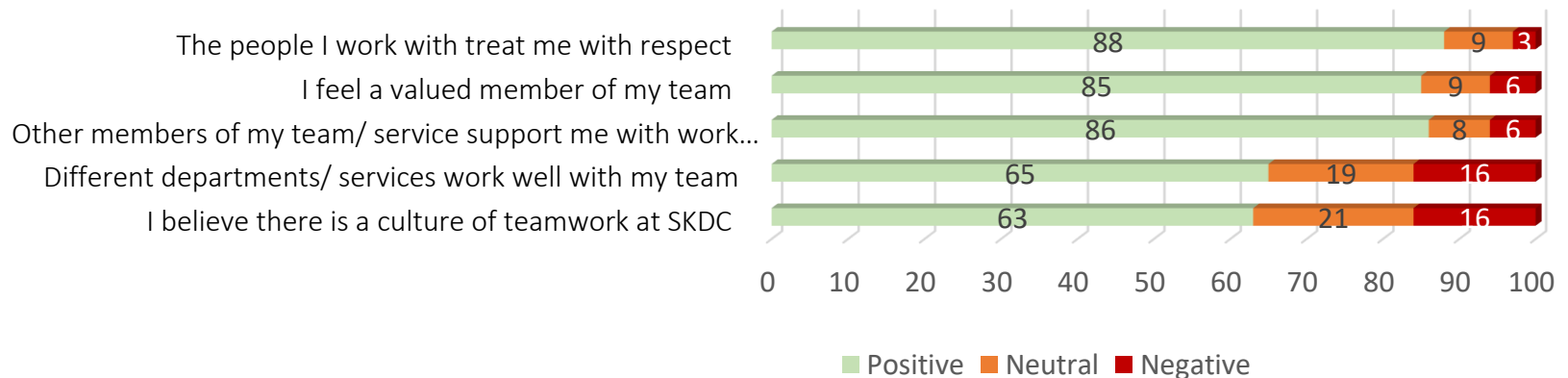
It's a good way to get to know people in other departments that may not work in the picture house..

It is good that SKDC have recognised the wellbeing needs of its employees and I am sure that many who have participated appreciate them. If certain teams feel unable to participate due to work deadlines, can timings be altered or specific sessions be made available at different times?

I was nominated at SKDC awards and felt it was a lovely touch receiving my personal card from Karen Bradford appreciating all the hard work and valuing me as member of of Skdc .I am hoping to get a Permanent position.

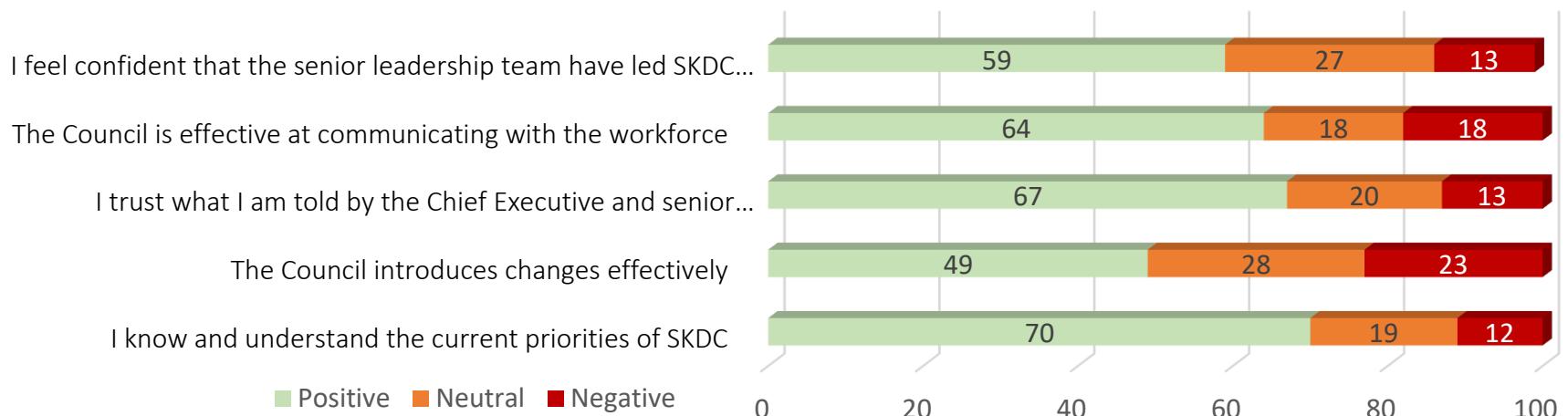
Teamwork

	% who either agreed or strongly agreed to the statements.		
	2024	2023	Diff
The people I work with treat me with respect	88%	86%	+2%
I feel a valued member of my team	85%	79%	+6%
Other members of my team/ service support me with work when I need it	86%	83%	+3%
Different departments/ services work well with my team	65%	58%	+7%
I believe there is a culture of teamwork at SKDC	63%	55%	+8%



Leadership

	% who either agreed or strongly agreed to the statements.		
	2024	2023	Diff
I feel confident that the senior leadership team have led SKDC well during the past year	59%	55%	4%
The Council is effective at communicating with the workforce	64%	60%	4%
I trust what I am told by the Chief Executive and senior managers at the Council	67%	57%	10%
The Council introduces changes effectively	49%	47%	2%
I know and understand the current priorities of SKDC	70%	64%	6%



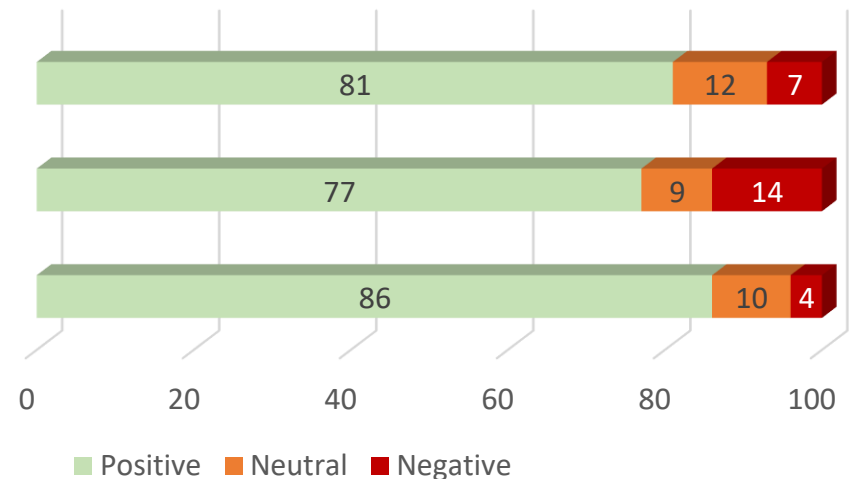
Working Environment

	% who either agreed or strongly agreed to the statements.		
	2024	2023	Diff
I am satisfied with my physical working conditions, and considering my role, feel they meet my expectations.	81%	79%	+2%
I have all the resources I need to carry out my job effectively (e.g. equipment, IT, vehicles, people etc.)	77%	72%	+5%
I feel safe when I am at work	86%	87%	-1%

I am satisfied with my physical working conditions, and considering my role, feel they meet my expectations.

I have all the resources I need to carry out my job effectively (e.g. equipment, IT, vehicles, people etc.)

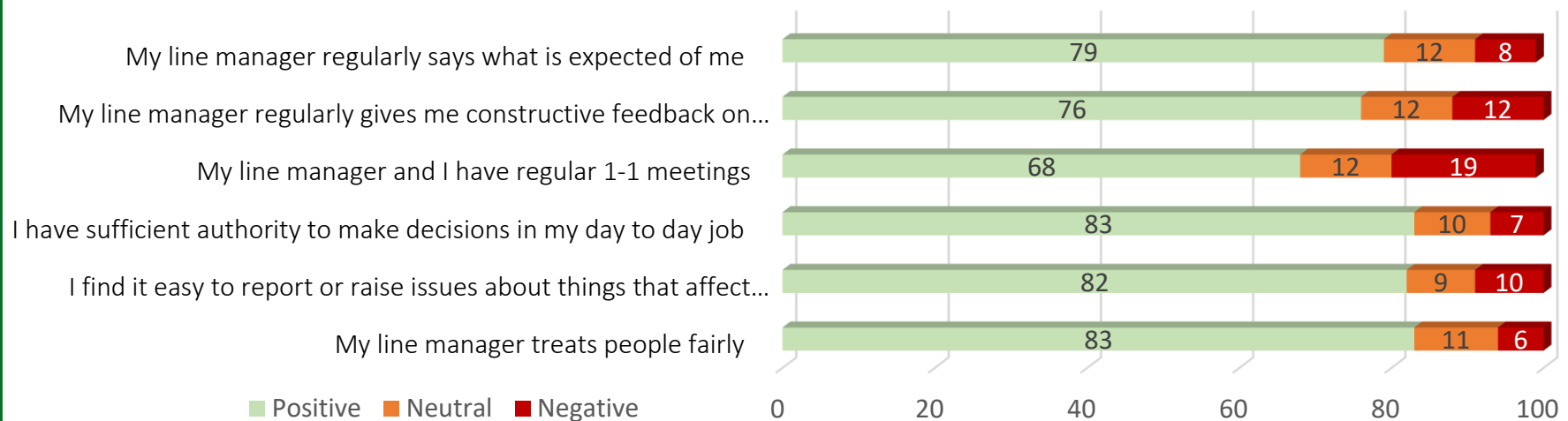
I feel safe when I am at work



Line Manager

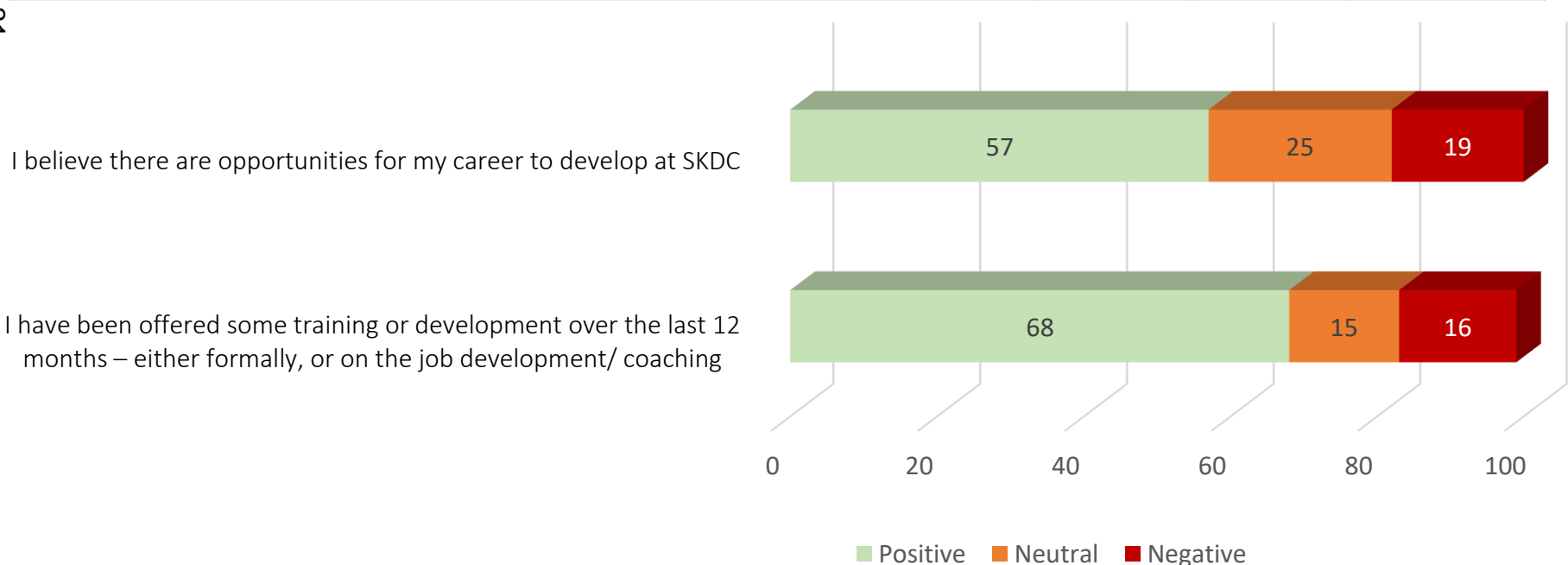
	% who either agreed or strongly agreed to the statements.		
	2024	2023	Diff
My line manager regularly says what is expected of me	79%	76%	+3%
My line manager regularly gives me constructive feedback on how I am doing	76%	69%	+7%
My line manager and I have regular 1-1 meetings	68%	65%	+3%
I have sufficient authority to make decisions in my day to day job	83%	81%	+2%
I find it easy to report or raise issues about things that affect me, my team, or the Council	82%	73%	+9%
My line manager treats people fairly	83%	77%	+6%

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Development & Progression

	% who either agreed or strongly agreed to the statements.		
	2024	2023	Diff
I believe there are opportunities for my career to develop at SKDC	57%	48%	+9%
I have been offered some training or development over the last 12 months – either formally, or on the job development/ coaching	68%	61%	+7%

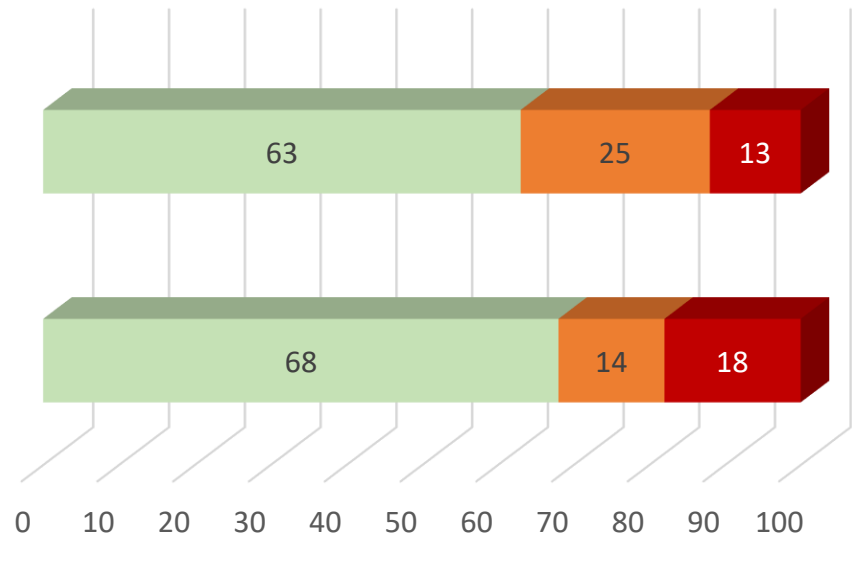


Innovation

	% who either agreed or strongly agreed to the statements.		
	2024	2023	Diff
The managers I deal with at SKDC encourage staff to explore new ways of thinking and looking at problems	63%	54%	+9%
I believe if I made a suggestion for improvement, it would be treated seriously and if possible, implemented	68%	61%	+7%

The managers I deal with at SKDC encourage staff to explore new ways of thinking and looking at problems

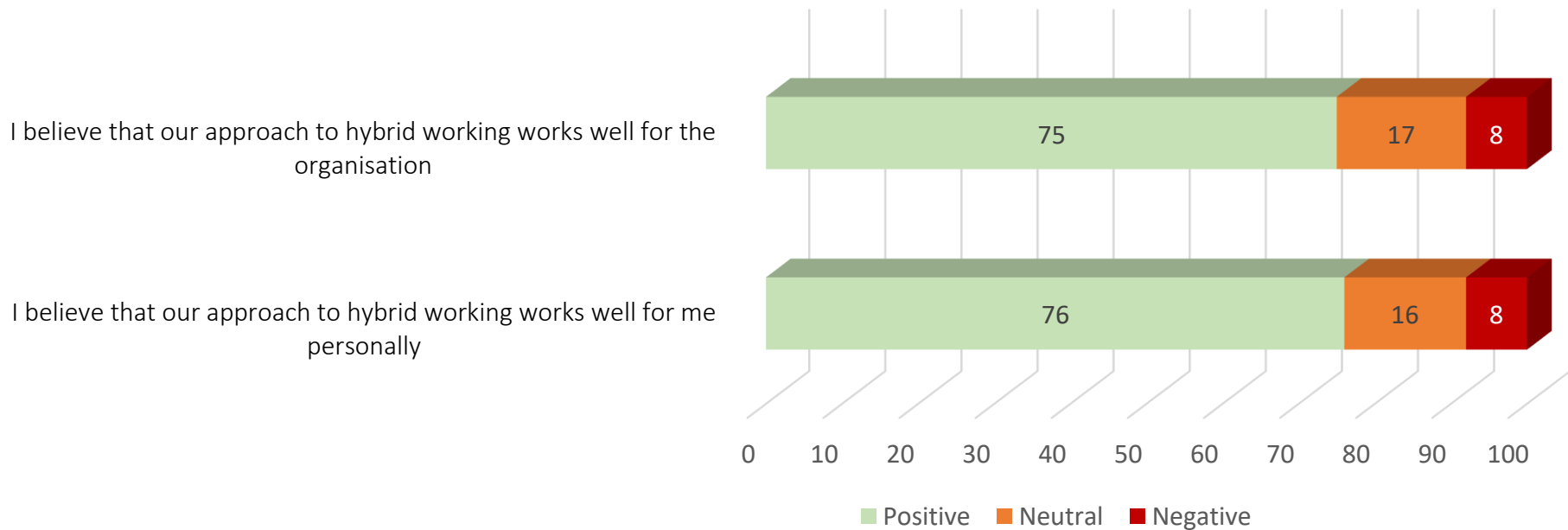
I believe if I made a suggestion for improvement, it would be treated seriously and if possible, implemented



Hybrid Working

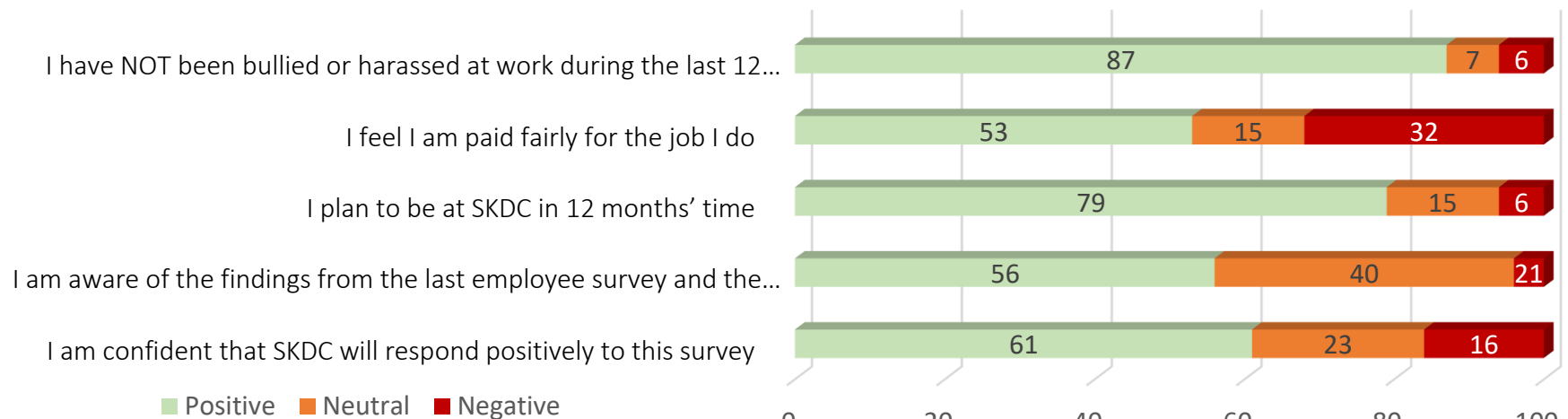
	% who either agreed or strongly agreed to the statements.		
	2024	2023	Diff
I believe that our approach to hybrid working works well for the organisation	75%	74%	+1%
I believe that our approach to hybrid working works well for me personally	76%	72%	+4%

33



Other Questions

	% who either agreed or strongly agreed to the statements.		
	2024	2023	Diff
I have NOT been bullied or harassed at work during the last 12 months	87%	87%	0%
I feel I am paid fairly for the job I do	53%	54%	-1%
I plan to be at SKDC in 12 months' time	79%	74%	5%
I am aware of the findings from the last employee survey and the actions taken	56%	56%	0%
I am confident that SKDC will respond positively to this survey	61%	59%	2%



What can SKDC do to make the organisation a better place to work?

Encourage feedback on more regular basis and make changes based on feedback received.

Let us wear shorts in the summer (Waste Team).

Communications - Make sure all departments get all news updates.

More opportunities to progress.

Continue to develop social aspects of working for the authority.

Higher pay

More support for new managers.

Teams to communicate more with each other.

Continue to develop social aspects of working for the authority.

Next steps

- Results have been communicated to colleagues.
- Deep dive with colleagues to discuss what the results are telling us and what actions people would like to see.
- Build team and Council engagement action plans.
- Take action - deploy the plans.
- People Panel and SLT to be champions in these conversations and driving improvements.

Employment Committee Work Programme 2024 – 2025

Chairman: Councillor Anna Kelly
Vice-Chairman: Councillor Gloria Johnson

Subject	Purpose	Outcome sought
4 September 2024		
Staff Engagement Survey	Share the results of the 2024 Engagement Survey	Employment Committee to note the findings of the 2024 Engagement Survey
Proposed Director Targets	An update to the previous Employment Committee report in July 2024 on Director targets	Considers the proposed targets
Subject	Purpose	Outcome sought
13 November 2024		
HR People Plan and Dashboard (6 monthly update)	Reporting on HR metrics for the first half of the 2024/25 financial year.	For consideration by the Employment Committee.
Refreshed HR Policies	Continuation of the policy review, new policies for approval.	Refreshed policies for approval by the Employment Committee.
Items to be allocated in 2024-2025		
Chief Executive’s Appraisal	Annual Appraisal (March 2025)	The Committee to note the Chief Executives Annual Appraisal.
Gender Pay Gap	Annual reporting of gender pay gap	The Committee to note the gender pay gap report.

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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