

EMPLOYMENT COMMITTEE

Minutes of the meeting held on Thursday 13 June 2013 at the Town Hall, Royal Leamington Spa at 4.30 pm.

PRESENT: Councillors Barrott, Mrs Bunker, Caborn, Coker, Copping, Hammon, Mobbs, Shilton, Wilkinson and Wreford-Bush.

An apology for absence was received from Councillor Kirton.

1. **SUBSTITUTES**

Councillor Shilton substituted for Councillor Doody and Councillor Wreford-Bush substituted for Councillor Boad.

2. **APPOINTMENT OF CHAIRMAN**

It was proposed, duly seconded and

RESOLVED that Councillor Mrs Bunker be elected Chairman of the Employment Committee for the year 2013/14.

3. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

4. **MINUTES**

The minutes of the meeting held on 8 April 2013 were agreed and signed by the Chairman as a correct record.

5. **PERFORMANCE INDICATORS QUARTERLY DATA 2012/2013**

The Committee considered a report from Human Resources which gave an update on the workforce picture for the full financial year 1 April 2012 to 31 March 2013.

The report advised Members on the current establishment data, numbers of agency staff, and sickness and absence data.

There was concern that sickness and disciplinary levels were increasing and that agency staff figures had increased. The Head of Corporate and Community Services explained that agency staff were always used as a last resort, but an increase in numbers would be expected when staff re-structuring was on-going. In respect of sickness levels, stress was on the increase because of the pressures from the re-structuring; but the Members were informed that disciplinary and grievance levels were fairly steady in comparison to previous years. Staff were being supported and support was being provided to managers to cope with staffing issues in their areas. It was pointed out that stress was not generally a cause for people on long-term sick leave, and if the long-term sick numbers were removed from sickness levels, then these levels would drop considerably. Managers knew that hiring agency staff had to be the last resort.

EMPLOYMENT COMMITTEE MINUTES (Continued)

Members asked the Head of Corporate and Community Services to provide the following information to the People Strategy Group:

- the reasons why staff were taking sick leave; and
- did the FTE headcount also include agency staff numbers.

The Committee also agreed that the People Strategy Group should review the reasons why staff were taking sick leave and what could be done about it because a good employer should be looking after its staff. The Committee also agreed that the People Strategy Group should review the information that had been supplied to the Employment Committee in conjunction with the additional information the Head of Community and Corporate Services had been asked to supply to the People Strategy Group and once the review had been undertaken, the findings should be reported back to the next Employment Committee so that the Committee was better informed.

RESOLVED that, the People Strategy Group report back to the Employment Committee its conclusions in respect of:

- 1) the reasons for sickness absence amongst staff and what can be done to improve the situation; and
- 2) its findings on the data supplied to the Employment Committee along with the additional information to be supplied.

6. PUBLIC AND PRESS

RESOLVED that under Section 100A of the Local Government Act 1972 that the public and press be excluded from the meeting for the following items by reason of the likely disclosure of exempt information within the paragraphs of Schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006, as set out below.

Minute No.	Para Nos.	Reason
7 to 9	1	Information relating to an individual.
7 to 9	2	Information which is likely to reveal the identity of an individual.

The full minutes of Minutes 7 to 9 were contained within a confidential minute which would be made available to the public following implementation of the relevant decisions. However, a summary of the decisions was as follows:

EMPLOYMENT COMMITTEE MINUTES (Continued)

7. MINUTES

The confidential minutes of the meeting held on 8 April 2013 were agreed and signed by the Chairman as a correct record.

8. LEAMINGTON SPA ART GALLERY & MUSEUM - RESTRUCTURE

The Committee supported the recommendations in the report.

9. RE-STRUCTURE OF ENVIRONMENTAL SERVICES AND COMMUNITY PROTECTION

The Committee supported the recommendations in the report.

(The meeting ended at 5.46 pm)