

## Lancashire County Council

### Employment Committee

**Minutes of the Meeting held on Monday 6th December 2021 at 2.00 pm in Cabinet Room 'C' - The Duke of Lancaster Room, County Hall, Preston**

**Present:**

County Councillor Phillippa Williamson (Chair)

#### **County Councillors**

A Vincent	D O'Toole
A Ali OBE	A Riggott
P Buckley	S Serridge
J Mein	

County Councillor Sean Serridge replaced County Councillor Lorraine Beavers at this meeting only.

#### **1. Apologies**

Apologies were received from County Councillor Lorraine Beavers.

#### **2. Disclosure of Pecuniary and Non-Pecuniary Interests**

None.

#### **3. Minutes of the Meeting held on 8 November 2021**

**Resolved:** That the minutes of the meeting held on 8 November 2021 be confirmed as an accurate record and signed by the Chair.

#### **4. Revised Alcohol and Drug Use Policy and Procedure**

Alan Wilton, Head of Service Health, Safety and Resilience, presented the revised Alcohol and Drug Use Policy and Procedure which had been reviewed to ensure it continued to meet the needs of the council.

It was highlighted that:

- The wider policy review programme had provided an opportunity to update the Alcohol and Drug Use Policy in line with Public Health guidance and to include more support arrangements for staff. The revised policy took a more holistic approach and was action-led.
- The biggest change to the policy was the capability to introduce a testing regime for the workforce where necessary, with the aim of providing

managers and staff with clarity, to bring the policy in line with those of other local authorities, and to meet the requirements of some external insurers.

- Consultation had taken place with the recognised trade unions.

During a period of discussion and in response to questions from members, the following points were raised:

- The policy referred to 'workplace' in its broadest sense and covered any time when, and place where, an employee was working. Currently, the policy did not include a definition of workplace, but this would be amended.
- The policy did not currently include elected members but could be expanded to reflect a commitment towards elected members' health and wellbeing too.
- The policy relied on effective training for managers, to equip them to recognise where alcohol consumption might be a problem for an employee.
- Regarding sign-posting employees to confidential assistance, the county council's Behaviour Change Team could provide employees with support to find specialist advice on substance misuse.
- In parallel with the policy's development, options for testing regimes had been researched. No details had been finalised at this stage, though it was likely the regime would include saliva tests (similar to Lateral Flow Tests for Covid-19) to give an immediate indication of substance misuse, supported by tests analysed at a laboratory in the case of a positive saliva test.

The Chair highlighted that the committee welcomed the revised policy and the balance it struck between testing and providing support to employees.

**Resolved:** That

- i) A definition of 'workplace' be provided in the revised Alcohol and Drug Use Policy and Procedure;
- ii) Officers be asked to consider how the revised Alcohol and Drug Use Policy and Procedure could be extended to elected members; and
- iii) Subject to i) and ii) above, the revised Alcohol and Drug Use Policy and Procedure be approved.

## **5. Urgent Business**

None.

## **6. Date of Next Meeting**

It was noted that the next meeting of the committee would be held on Monday 10 January 2022 at 2.00 pm at County Hall, Preston.

## **7. Exclusion of Press and Public**

**Resolved:** That the press and members of the public be excluded from the meeting during consideration of the following items of business on the grounds that there would be a likely disclosure of exempt information as defined in the appropriate paragraph of Part I of Schedule 12A to the Local Government Act 1972.

It was considered that in all the circumstances, the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

## **8. Waste Company Organisational Review**

(Not for Publication – Exempt information as defined in Paragraphs 3 and 4 of Part 1 of Schedule 12A to the Local Government Act, 1972. It is considered that in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interests in disclosing the information.)

Paul Brindle, General Manager, Lancashire Renewables Limited presented a report which set out recommendations to make permanent changes to the organisational structure of the company, following approval at the Lancashire Renewables Limited Board meeting held 15 November 2021.

**Resolved:** That the recommendations to make permanent changes to the organisational structure of Lancashire Renewables Limited, as set out in the report, be approved.

## **9. Recruitment to the post of Executive Director of Education and Children's Services**

(Not for Publication – Exempt information as defined in Paragraphs 1 and 3 of Part 1 of Schedule 12A to the Local Government Act, 1972. It is considered that in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interests in disclosing the information.)

Deborah Barrow, Head of Service Human Resources presented a report which detailed the proposed recruitment arrangements for the role of Executive Director of Education and Children's Services.

Following a period of discussion, it was agreed to revise some aspects of the recruitment process, as set out below.

**Resolved:** That

- i) The job description and person specification for the post of Executive Director of Education and Children's Services be agreed;
- ii) The advertised salary range be increased by applying a market supplement, within the range of £140,000 up to £155,000 with the option to offer further flexibility for the right candidate and, if this is required, that the Chief Executive and Director of Resources be authorised to determine the amount of the further increase;
- iii) The arrangements for recruiting to the post, including the engagement of consultants to assist with the recruitment process, as set out in the report, be agreed, subject to:
  - a) The stakeholder/partner panel being expanded to include elected members; and
  - b) The recruitment timetable being reviewed by officers with a view to moving the dates planned for shortlisting and interviews earlier, where possible; and
- i) The Chief Executive and Director of Resources be authorised to engage with consultants to assist with the recruitment process.

L Sales  
Director of Corporate Services

County Hall  
Preston