

Meeting of the Full Council - 24 February 2022

Report of the Employment Committee meeting held on 6 December 2021

Chair: County Councillor Phillippa Williamson

Part I (Open to Press and Public)

Revised Alcohol and Drug Use Policy and Procedure

The committee considered a report presented by Alan Wilton, Head of Service Health, Safety and Resilience on the revised Alcohol and Drug Use Policy and Procedure for the committee's approval.

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.

Part II (Not Open to Press and Public)

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(Not for Publication – Exempt information as defined in Paragraphs 3 and 4 of Part 1 of Schedule 12A to the Local Government Act, 1972.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.)

The committee considered a report, presented by Paul Brindle, General Manager, Lancashire Renewables Limited, 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.

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(Not for Publication – Exempt information as defined in Paragraphs 1 and 3 of Part 1 of Schedule 12A to the Local Government Act, 1972.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.)

The committee considered a report, presented by Deborah Barrow, Head of Service Human Resources, 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
- iv) The Chief Executive and Director of Resources be authorised to engage with consultants to assist with the recruitment process.

Report of the Employment Committee meeting held on 26 January 2022

Chair: County Councillor Phillippa Williamson

Part I (Open to Press and Public)

The Localism Act 2011 – Pay Policy Statement 2022/23

Deborah Barrow, Head of Human Resources, presented a report on the Pay Policy Statement. In presenting the report, the committee were asked to consider alterations to the recommendations in the report.

It was proposed that, taking into account the current position with national local government pay negotiations, the proposal to delay the uplifting of the Foundation Living Wage may no longer be necessary, and that therefore the recommendation be amended to approve the flexibility to delay the uplift only if it is necessary.

In relation to the proposal to change the method by which the Foundation Living Wage is paid, the committee were advised that initial discussion has already taken place with unions on a proposal to apply it as a Supplement. The unions had expressed no major reservations, and so it was proposed that this model be approved, subject to formal discussion with the unions.

The committee were assured that the proposed changes would make no difference to the amount received by those earning the Foundation Living Wage.

Resolved: That

- i. The proposed Pay Policy Statement for 2022/23, as set out at Appendix A, and recommend approval of the statement to Full Council;
- ii. Should it be required, the application of the uplifted Foundation Living Wage rate, subject to Full Council approval, may be delayed until a national pay agreement for Local Government Services for 2021-22 is reached; and
- iii. Subject to the views of the Trades Unions, the method by which the Foundation Living Wage is paid moves to a supplement model by April 2023.

Revised Standby Payments Scheme

Deborah Barrow, Head of Human Resources, advised the committee that the Standby Payments Scheme has been reviewed and a revised scheme proposed. In reviewing the issue, it was also identified that there was one further fixed rate payment, related to the split shift allowance. It was confirmed that approving the proposed changes to these payments would mean that there were now no fixed rate payment schemes.

Resolved: That

- i. the revised minimum standby payment of £150 per week / £16.67 per unit with effect from 1 October 2021 be approved
- ii. the revised minimum standby payments, as set out at i. be increased in line with any future national pay awards be approved

- iii. the split shift allowance be increased in line with any future national pay awards from 1 April 2022 onwards be approved

Temporary Changes to Staff Terms and Conditions due to the current Omicron Coronavirus Emergency Circumstances

Deborah Barrow, Head of Human Resources, presented a report proposing temporary changes to the approach to overtime payments for some staff groups due to the current coronavirus situation.

It was agreed that the matter was urgent due to the need to respond promptly to the current situation and ensure staff were properly remunerated.

Resolved: That

- i. the overtime cap be lifted to enable critical services (supporting and direct delivery) to pay staff above salary scale point 19 overtime in place of accruing time off in lieu which is not practicable at this time. This arrangement will not apply to Heads of Service or Directors.
- ii. Subject to agreement by the Head of Service, where staff volunteer to work overtime/additional hours in an alternative role in critical services, (e.g. older people care services and disability social care roles) staff will be paid at their substantive grade regardless of the grade of the alternative role (where this is a lower grade). This arrangement will not apply to Heads of Service or Directors

Part II (Not Open to Press and Public)

Shortlisting and Recruitment and Assessment Process for the Executive Director of Education and Children's Services Role

(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.)

Julie Towers, Managing Director, Penna, attended for this item. The committee considered the next stages in the process for the recruitment of the Executive Director of Children's Services.

Resolved: That

- i. The proposed shortlist from Penna be noted, and that those candidates identified by Penna as "recommended" and "strong marginal" candidates proceed to the next stage of the process
- ii. A technical assessment be used as an additional stage to the shortlisting process, in order to produce a final shortlist of candidates for further assessment and interview
- iii. The committee meet following the technical assessment to agree a final shortlist for interview

- iv. The planned panel assessment process be amended to include an Education sector panel and a separate session with an appropriate Cabinet Member and opposition spokesperson
- v. That the questions and presentation topic be confirmed once the outcome of the technical assessments are known