

**Employment & Appeals Committee – Meeting held on Tuesday, 19th June, 2018.**

**Present:-** Councillors Brooker (Chair), B Bains, Bedi, N Holledge, Hussain, Sabah and Smith (until 7.15 pm).

**Apologies for Absence:-** Councillor Chaudhry and Sarfraz

**PART 1**

**4. Declarations of Interest**

None

**5. Minutes of the Meeting held on 11 April and 17th May 2018**

The minutes of the meetings held on 11<sup>th</sup> April and 10<sup>th</sup> May 2018 were taken as read signed by the Chair as a correct record subject to minute 36 being amended to read 'extensive consultation..' and minute 2 resolution (b) being amended to read 'as set out...'

**6. Appointment of Sub Committees**

The Committee considered a report seeking the appointment of the Appeals Sub Committee and Appointments Sub Committee and the allocation of seats on those sub committees.

Resolved:

- a) That the Appeals Sub-Committee and Appointments Sub Committee be appointed for the 2018/2019 Municipal Year;
- b) That the terms of reference of the Sub Committees be as set out in Appendix A of the report;
- c) That seats be allocated to the Sub-Committees as shown in paragraph 5.1 of the report;
- d) That Members be appointed to serve on the Sub-Committees in accordance with the wishes expressed by Political Groups in respect of seats allocated to them as set out in paragraph 5.1.
  - Appeals Sub Committee – Councillors Davis, M Holledge, Plenty, Rasib and Smith.
  - Appointments Sub Committee – To be advised

**7. Temporary Agency Staff**

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The Committee considered a report on the Council's spend on Temporary Agency Staff contracts via Matrix SC for quarter 4.

The Report set out spend broken down by Directorate against comparison year periods 2015/16 to 2017/18. The Contract had been successful in controlling and improving governance around departmental engagement of agency staff and to an extent had reduced spend due to non compliance to corporate policies. The contract would continue to be monitored and spend outside the Matrix contract challenged to ensure placements were in accordance with the Council's Constitution.

Members were advised that work was due to commence in mid June to produce an options appraisal for the agency staff contract for the future. In conjunction with the Council's programme for reducing agency staff, there were a number of possible options to assist the Council achieving its targets and costs. The current contract came up for renewal/re-procurement in January 2019 and the Committee would be kept updated on progress.

Members discussed the report and were assured that there was a system in place to see that people were not in place over a certain number of months. Work was ongoing with Directorates to reduce long-term placements and, where specialist skills were required, the Sough Academy scheme would assist in developing skilled staff. Some members felt that more analysis of historic data was required to gauge whether the Council's strategy to reduce spend on agency staff was effective.

The Committee Noted the report and Resolved

(a) that a report be provided to the next meeting (23<sup>rd</sup> October) setting out:

- benchmarking information against other similar authorities for typical agency staff spend, duration of contract etc
- the work being undertaken/strategy to reduce/tackle use of temporary agency staff.

(b) That information on temporary agency staff for the DSO be reported separately

## **8. Actions Speak Louder...Programme Action Plan**

The Committee received a report detailing feedback and an action plan of next steps from the Actions Speak Louder.. Programme.

Members were advised of the key aims and learning outcomes of the Programme and the recommendations for action following feedback from the workshops. Subject to Corporate Management Team approval the Council would implement the next steps in the Programme by working with teams across the organisation to embed further how each employee can live their

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values consistently for the benefit of Slough through better service to their customers.

Members discussed the Programme to date and comments included:

- Whether the Programme had had any impact on the number and types of grievances being lodged by staff. Members were advised that it was too early to gauge at this stage but that the Committee would be advised in the next progress report.
- Whether the workshop had been mandatory and all staff had attended. Members were advised that it had been mandatory and 70% of the current staff had attended.
- A concern that the Programme had not sufficiently addressed challenging Member behaviour or reinforced values around conduct and behaviours and that the Programme was not linked with the work the Monitoring Officer was undertaking on addressing with member behaviour and conduct.

Resolved

(a) That a progress report be submitted to the next meeting on:

- The next steps to be taken on the Programme
- The tangible themes for the next stage of the Programme;

(b) That the Committee's concerns about addressing Member behaviour be considered further..

### **9. Slough Academy update**

The committee received a report on the new Operating Model to deliver the Council's Apprenticeship Scheme through 'The Slough Academy'. The report also highlighted the key drivers behind the Academy and illustrated the benefits for the workforce and Slough's residents.

Members welcomed the Slough Academy and the enhancement it would bring to the current Apprenticeship Scheme and support to future workforce development initiatives. In response to questions, members were advised that the current service would be decommissioned and the Council would be looking for an external provider. Existing staff would be able to apply for new roles that would be available.

The Committee noted the report and requested a progress report to the next meeting.

### **10. Progress on implementation of self service element of the financial and human resources system - Agresso**

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The Committee considered a report setting out progress following the introduction of the self service function of the Financial and Human resources System (Agresso) and setting out an example of a report on the workforce profile from the system.

Members were advised of the background to the system, current activities, wider Council impact and next steps for implementation.

The Committee Noted the report.

### **11. Attendance Record**

Noted

### **12. Date of Next Meeting**

23<sup>rd</sup> October 2016

Chair

(Note: The Meeting opened at 6.30 am and closed at 7.45 pm)