**MINUTES OF THE EMPLOYMENT COMMITTEE MEETING
HELD AT 5PM ON
2 MARCH 2022
BOURGES/VIERSEN ROOM, TOWN HALL, PETERBOROUGH**

Committee Members Present: Councillors Jamil (Chair), Alison Jones (Vice-Chair), Fitzgerald, J Allen, Coles, Tyler and Wiggin.

Officers Present:		
	Pippa Turvey	Democratic and Constitutional Services Manager
	Mandy Pullen	Assistant Director HR and Development
	Lisa Brightey	Policy, Reward and Compliance Manager
	Adesuwa Omoregie	Interim Head of Legal and Deputy Monitoring Officer

32.   APOLOGIES FOR ABSENCE

There were no apologies for absence.

33.   DECLARATIONS OF INTEREST

No declarations of interest were received.

34.   MINUTES OF THE MEETING HELD ON:

34.1   10 OCTOBER 2022

The minutes of the meeting held on 10 October 2022 were agreed as true and accurate record.

34.2   1 DECEMBER 2022

The minutes of the meeting held on 1 December 2022 were agreed as true and accurate record.

34.3   2 FEBRUARY 2023

The minutes of the meeting held on 2 February 2023 were agreed as true and accurate record.

34.4   7 FEBRUARY 2023

The minutes of the meeting held on 7 February 2023 were agreed as true and accurate record.

35. GENDER PAY GAP REPORT

The committee received a report on the Gender Pay Gap.

The Assistant Director HR & Organisational Development introduced the report. Under the Local Government Act the Council was required to set out the report in a certain way. Members were informed that local authorities were below the national sector average, for the mean it was 14.8% and for the median it was 18%. The figures were a snapshot of the hourly rate of employees on a set date against gender only. This data considered two factors, namely the median and mean gender pay gap of hourly rates of pay between men and women. In terms of mean pay this had decreased from 6.3% in the previous year to 3.7% in the current year. In terms of median pay this had decreased from 4.2% last year to 0% this year.

The reason for the improved figures was the increase in women in the middle/upper quartiles now working at the Council. There had been an increase in male employees across the Council except for the upper quartile.

With regards to the ethnicity pay gap there was no legal requirement to report on this data, however it was felt appropriate to bring to the committee's attention as it demonstrated the forward movement of the Council. The challenge was to try and eliminate any pay gap. The mean pay gap was currently 10.6% and the median pay gap was 10.1%. This was not as good as the Council would want it to be and more work was required to reduce this gap and officers were investigating the reasons why this gap was high. There were some mitigating factors outlined in the report, this included that all incremental points on the salary scale were automatically applied to all posts. The ONS figures state the median pay for white employees was £12.14 and for ethnic minorities it was £12.11, this was a gap of 2.3%, this showed there was still some work for the Council to do. There was a caveat to the Council's data as there were some gaps in the reporting of this. There were 143 employees who had given their ethnicity as other than white, while there were still 206 employees who had put prefer not to say or not completed at all. Although it was not mandated for staff to complete this it was now being encouraged as it was to be reported on in the future. It was likely the data would change moving forward if more reporting was captured. A number of other areas were being reviewed to help close these gaps including more internal apprenticeships being taken up, including some senior managers, along with more succession planning to ensure staff were retained within the organisation.

The Employment Committee debated the report and in summary, key points raised and responses to questions included:

- As officers reviewed recruitment processes on an ongoing basis some of the data would be used to drive forward what management wanted the Council to look like in the future in terms of its staff make-up. This would help identify the right channels when recruiting to the organisation in the future.
- Any surveys that were sent out to staff would be more general than just focusing on gender and ethnicity. Information from these surveys filtered down through a number of boards and impacted the action plan that was in place and looked at all protected characteristics.
- Officers needed to bear in mind that staff working at Aragon were under different terms and conditions to those employees at the Council. However, it would be

useful to compare some of the data held by Aragon and other organisations such as City College.

- It would be useful to have one spreadsheet or data source that updated on a regular basis so that officers could pinpoint the up-to-date data at any time. Members were informed that there was work underway to try and automate a number of systems and data sources.
- With regards to the workforce boards if there was a lack of expertise or knowledge the board would look at bringing in people who did possess that experience or knowledge.
- The action plan around equality monitoring was updated regularly and actions were added as the plan was updated. Officers could therefore look at who they approached when needing further expertise to ensure that the right people and organisations were approached.
- The ethnicity data was taken directly from data held by payroll. It was important to try and encourage officers who had not completed their equality data to try and do so, enabling the Council to report their ethnicity data more accurately, however members were reminded that this could not be mandated.

RESOLVED:

The Employment Committee **RESOLVED** (unanimous) to:

1. Note the results of the gender pay gap calculations of 31 March 2022 that must be reported on the relevant gov.uk portal by 30 March 2023.
2. Note the results of the ethnicity pay gap calculations as of 31 March 2022 which will be published on the councils website

36.   ANNUAL PAY POLICY STATEMENT

The committee received a report on the Annual Pay Policy Statement.

The Assistant Director HR & Organisational Development introduced the report and confirmed that under the Localism Act 2011 the Council had a legal duty to have a pay policy statement and this needed to be approved by Full Council. The Council reported on the median and mean salary. In terms of the median salary this had increased from January 2022 by almost £2,000 to £34,723. The mean salary had also increased from £35,137 to £35,575. The average salary of the lowest 10% of Council staff was £21,143. The Council was required to measure the lowest salary against the highest salary at the Council to ensure that this was not more than 20 times the difference. At the current time the difference between the highest paid and lowest paid was 8.5 times, this was down from 9 times the salary last year. One of the reasons for the smaller gap was that there were now fewer employees occupying the lower paid roles.

Members were informed the report still referenced shared posts with Cambridgeshire County Council as at the time the data was extracted there were a number of shared posts still being undertaken. It was also noted that there was still consultation ongoing in people services that affected a number of shared posts.

The Employment Committee debated the report and in summary, key points raised and responses to questions included:

- Officers would be happy to look at modal averages to compare those salaries that were most common across the organisation.

RESOLVED:

The Employment Committee **RESOLVED** (unanimous) to note the content of the Pay Policy Statement for 2023/24 and recommended approval at Full Council on 22 March 2023

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37.   **EMPLOYMENT COMMITTEE START TIME 2023/24**

The Employment Committee agreed that the start time for the Employment Committee in 2023/24 was to be 5pm.

RESOLVED:

The Employment Committee **RESOLVED** (unanimous) to agree the start of the Employment Committee as 5pm.

Chairman
2 March 2023
5pm – 5.27pm

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