

Personnel Committee

Minutes of the Meeting held on 4 December 2018 at 10.00am in the Conference Room, Ground Floor at County Hall

Present:

Mr A Adams
Mr G Nobbs
Mr G Plant
Mr A Proctor (Chairman)
Dr M Strong

Also Present:

Miss A Kemp

Officers Present:

Ms S Albrow	Senior HR Consultant
Mr S George	Executive Director of Finance and Commercial Services
Ms K Haywood	Democratic Support and Scrutiny Manager
Mrs S Shirtcliff	Head of Human Resources

1. Minutes of the Meeting Held on 25 September 2018

1.1 The public minutes of the meeting held on 25 September 2018 were agreed as a correct record and signed by the Chairman.

2. Declarations of Interests

2.1 There were no declarations of interest.

3. Gender Pay Gap

3.1 The annexed report (4) by the Head of Human Resources was received. The report set out the position in respect of Norfolk County Council's gender pay gap as at 31 March 2018 and compared the position with 1 March 2017.

3.2 The Head of Human Resources drew the Committee's attention to the fluctuations in some of the grades compared to data for 2017, highlighting the factors underlying these variations, as outlined in the report.

3.3 Responding to issues raised, the Head of Human Resources said that the Council had processes in place to ensure that pay arrangements were fair, grading processes were robust, and all posts were assessed through the job evaluation scheme. Work was being undertaken to try and recruit women into roles which had been traditionally undertaken by men and men into roles traditionally undertaken by women, to encourage and ensure, diversity in the

Council's workforce.

3.4 RESOLVED:

To agree the Gender Pay Gap report, authorising the Head of Human Resources to publish the 2018/19 results and supporting narrative before the statutory deadline.

4. Exclusion of the Public

4.1 Officers presented the public interest test for the following reports, as required by the 2006 Access to Information Regulations, for the consideration of the Committee as follows:

The reports set out sensitive information relating to the terms of employment of County Council employees. The release of this information would prejudice possible forthcoming negotiations and would therefore not be in the public interest. This assessment has been reached in light of the guidance provided by the Head of Law.

The Committee **RESOLVED:**

That the public be excluded while the following minute and reports were considered.

Summary of minutes excluded from public deposit

8. Exempt minutes for the meeting held on 25 September 2018

8.1 The exempt minutes of the meeting held on 25 September 2018 were agreed as a correct record and signed by the Chairman.

9. Pay Structure Review

9.1 The exempt report by the Head of Human Resources was received and the recommendations agreed.

10 Proposed Grade of the post of Executive Director of Strategy and Governance and interim pay arrangements for Head of Paid Service

10.1 The exempt report by the Head of Human Resources was received and the recommendations agreed.

The meeting concluded at 10.45am

CHAIRMAN