



Employment Committee

**Minutes of the Meeting Held on 30 November 2022
in the Edwards Room, County Hall**

Present:

Cllr Graham Plant (Chair)

Cllr Tony Adams
Cllr Stuart Clancy

Cllr Steve Morpew
Cllr Saul Penfold

Also Present:

Sally Albrow	Senior HR Consultant
Jane Naumkin	Director for People
Derryth Wright	Head of HR Performance and Governance (Head of HSW)

1. Apologies for Absence

1.1 Apologies were received from Cllr Andrew Proctor. Cllr Graham Plant in the Chair.

1b. Election of Vice-Chair for the meeting

1b.1 Cllr Saul Penfold nominated himself seconded by Cllr Morpew. Cllr Saul Penfold was elected to act as Vice-Chair for the meeting.

2. Minutes

2.1 The minutes of the meeting held on 28 October 2021 were agreed as an accurate record and signed by the Chairman.

2. Declarations of Interest

2.1 No Interests were declared

3. Updates from the Chairman/Committee Members

3.1 A Committee Member requested an update on the impact of the Family Assessment and Safeguarding Team (FAST) Social Workers scheme which was discussed at the previous meeting on 28 October 2021. As this scheme was discussed in private session on the 28 October 2021 it was agreed that a private briefing would be given to the Committee following discussion of the

exempt minutes.

3.2 A Committee Member requested that the Committee receive an update on changes to senior management structure following the announcement that the Executive Director of Finance and Commercial Services and Director of Governance were leaving the organisation and not being replaced, and changes announced to management in Children's Services. The Director of People replied that changes if there were any changes to senior gradings following the Council restructure would be brought to the Committee in due course. The management changes in Childrens' Services were to junior management and outside the remit of the Committee.

4. Annual Leave entitlement and the 2022-23 pay award

4.1.1 The Committee received the report setting out proposals for employees covered by the Local Government Services (Green Book) national pay deal to include an additional day of annual leave from 1 April 2023 and a proposal to allow employees to apply to sell up to five days of annual leave for the year 2022-23 onwards.

4.1.2 The Director for People introduced the report to the Committee:

- As part of the pay award, an extra day's leave had been included as part of the offer. This proposal would cover all staff on pay scales A-S and 80-90 Soulbury Officers. Firefighters and teachers were not included as they had different arrangements.
- Senior management and Executive Directors supported this proposal as it would support recruitment and retention.
- The second proposal being brought to the Committee for approval was for staff to be able to sell up to 5 days annual leave, where it had been signed off by their line manager. Temporary provision to sell leave had been in place during the pandemic. Norfolk County Council would encourage staff to take annual leave, however, having the opportunity to sell up to 5 days of annual leave would give people flexibility while leaving them with at least the statutory minimum holiday days.

4.2 The following points were discussed and noted:

- Officers confirmed that while the temporary selling annual leave policy was in place there had been no formal complaints from employees who had their request declined by their manager. Decisions to sell leave tended to be made in collaboration with employees, looking at the impact on their service and on the employee's wellbeing and workload.
- A Committee Member hoped that the policy for selling leave would be managed in a way so that capacity within teams would not be impacted. Officers confirmed this was an expectation.
- A concern was raised that people taking less leave may impact on an increase in sickness levels in teams with high workloads and it was suggested that the impact of this policy was reviewed.
- It was confirmed that UNISON Trade Union was supportive of the proposal to allow staff to sell annual leave but was keen that employee wellbeing was at the forefront of decisions, acknowledging that an offer of flexibility could help people affected by recent cost-of-living rises.

- The Chair **suggested** that the scheme for staff to have the opportunity to sell annual leave was put in place for an initial 2-year period followed by a review to decide if it would continue.
- It was suggested that the scheme could be reviewed at the regular meetings held with trade unions to identify issues.
- The Chair **requested** that if issues were identified before the end of the 2-year trial period then officers should bring a report to the Committee at this time.

4.3 The Employment Committee:

- **Agreed** an increase of one day of annual leave entitlement for employees on salary scales A-S and those on Soulbury salary scales.
- **Agreed** the introduction of a Selling Annual Leave policy, which allows employees to sell up to five days of leave per year back to Norfolk County Council, for a period of two years followed by a review by this committee to identify the impact of the scheme and whether it should continue.
- **Delegated** to sign off final details of the Selling Annual Leave policy to the Director for People.

5. Exclusion of the public

5.1 The Committee **agreed** to exclude the public from the meeting.

6. Exempt minutes of 28 October 2021

6.1 The minutes of the meeting held on the 28 October 2021 were **agreed** as an accurate record and signed by the Chairman

6.2 The Committee received an update from officers on the impact of the Family Assessment and Safeguarding Team (FAST) Social Workers scheme which was discussed at the previous meeting on 28 October 2021.

The meeting concluded at 12:55

Chair