

STAFFING COMMITTEE

Date and Time:- Monday 10 June 2024 at 11.30 a.m.

Venue:- Rotherham Town Hall, The Crofts, Moorgate Street,
Rotherham. S60 2TH

Membership:- Councillors Alam (Chair), Z. Collingham, Jones, Read and Sheppard.

The items which will be discussed are described on the agenda below and there are reports attached which give more details.

Rotherham Council advocates openness and transparency as part of its democratic processes.

Anyone wishing to record (film or audio) the public parts of the meeting should inform the Chair or Governance Advisor of their intentions prior to the meeting.

AGENDA

1. Apologies for Absence

To receive the apologies of any Member who is unable to attend the meeting.

2. Minutes of the meeting held on 12 February 2024 (Pages 3 - 6)

To consider the minutes of the previous meeting of the Staffing Committee held on 12 February 2024 and approve them as a true and correct record of the proceedings and to be signed by the Chair.

3. Declarations of Interest

To receive declarations of interest from Members in respect of items listed on the agenda.

4. Exclusion of the Press and Public

To consider whether the press and public should be excluded from the meeting during consideration of any part of the agenda.

5. Recruitment of Strategic Director, Regeneration and Environment (Pages 7 - 10)

To consider the report of the Assistant Chief Executive.

6. Urgent Business

To determine any item which the Chair is of the opinion should be considered as a matter of urgency.

This page is intentionally left blank

**STAFFING COMMITTEE
Monday 12 February 2024**

Present:- Councillor Alam (in the Chair); Councillors Allen, Read, T. Collingham and Tarmey.

5. MINUTES OF THE PREVIOUS MEETING

Resolved:-

That the minutes of the meeting held on 10 July 2023 be approved as a true and correct record of the proceedings.

6. DECLARATIONS OF INTEREST

There were no declarations of interest.

7. EXCLUSION OF THE PRESS AND PUBLIC

The Chair advised that there were no items of business on the agenda that would require the exclusion of the press and public from the meeting.

8. PAY POLICY STATEMENT 2024/25

Consideration was given to the report which provided detail of the Pay Policy Statement for 2024-25 that the Council was required to publish under Chapter 8 of the Localism Act 2011. The format and content of the Pay Policy, attached at Appendix 1, was prepared in accordance with guidance previously issued by the Regional Local Government Employers Association and reflected good practice. It was a forward-looking report.

The pay relationship section of the Policy indicated that the Council fell well below the threshold indicated by the Hutton review, in terms of the 'pay multiple'. It was clarified that the Council did not have or intended to introduce any bonus schemes.

It was noted that there could come a time whereby all posts of an Assistant Director level and above may fall into the publication threshold. Every Council would be in a similar position therefore consideration may be given to moving the threshold at that point. However, no review was planned.

Once approved the Policy would be published on the Council's website.

The Pay Policy would be presented to Council on 28 February 2024 for final approval.

Resolved:

That the Staffing Committee:

1. Accepted the Pay Policy Statement for 2024-25 (Appendix 1).
2. Recommended approval of the statement by Council.

9. GENDER PAY GAP STATEMENT 2023

Consideration was given to the report which detailed the gender pay gap information as at the 31 March 2023, that the Council was required to publish. The Gender Pay Gap Information Regulations were introduced in 2017 and required employers with 250 or more employees to publish statutory calculations each year.

The report looked back to the previous year and once approved would be published on the Council's website.

The mean gender pay gap for the Council at the end of March 2023 was 7.3% compared to 8.5% the previous year. In addition, the median pay gap had also reduced from 10.2% to 8.7%. This meant that when comparing the mid-point of all males' salaries with the mid-point of all females' salaries, the gap had reduced by 1.3% to 8.7%.

There was no legislative requirement to publish information on other protected characteristics, however analysis for Black, Asian and Minority Ethnic (BAME) employees showed the Council had a negative 9.6% median pay gap but a positive 0.7% mean pay gap. This meant that when assessing the mean hourly rate of pay for BAME employees against the mean hourly rate for non-BAME staff, BAME employees were in roles that overall meant they were paid 11p per hour less. For disabled employees a negative median of 13.7% (up from 10.4% last year) and a negative 4.3% mean (up from 3.3%) demonstrated that disabled employees were paid more than non-disabled employees by both measures.

In response to questions it was explained that facilities services had a larger proportion of female employees. This was due to the roles within that service area, which included catering and cleaning staff for example.

In response to questions it was also confirmed that the target was parity however it was important to be realistic. The Assistant Director stated that the fact the figures were heading in the right direction was positive.

The Chief Executive confirmed that work was ongoing in terms of recruitment and job evaluations. It was important to note the impact of part time working (particularly for women) and the impact of caring responsibilities. The Chief Executive stated that the Council was a good recruiter of people with disabilities.

Resolved:

That Staffing Committee:

1. Accept the Gender Pay Gap Statement at Appendix 1
2. Approve publication of the Gender Pay Gap Statement at Appendix 1.

10. ARMED FORCES RESERVES POLICY

Consideration was given to the report which sought support to implement the Armed Forces Reserves Policy and ensure that both current and future workforces were aware of the Council's positive statements of commitment. The Armed Forces Covenant Duty provided a legal obligation on certain public bodies that were responsible for delivering statutory functions in healthcare, education and housing services and required those delivering local services to pay due regard to the Covenant principles when exercising functions in these areas. The Council signed the Armed Forces Covenant Duty in March 2018 and more recently, in January 2024.

Alongside the Covenant was an employer recognition award scheme. The scheme awarded bronze, silver and gold awards for organisations that pledged, demonstrated or advocated support to defence and the armed forces community, and aligned their values with the Armed Forces Covenant. Rotherham Council was awarded silver in August 2018 and re-accredited in late 2023. The Council aspired to achieve Gold in 2024.

The Council needed to demonstrate that certain criteria were met in order to apply for the Gold award, of which there were nine areas of compliance in total. One of these areas was to actively ensure that the workforce was aware of positive policies towards defence people issues.

Whilst the Council already had positive measures in place to support reservists in its existing policies, these were now combined into an overarching Armed Forces Reserves policy, which had been developed to ensure compliance with the criteria.

The new commitments for the Council was to promote volunteering with the cadet forces from the workforce, by providing paid time off for Cadet Force Adult Volunteers (CFAVs) for their summer camp. This provision was 5 working days and 3 days for those involved in the planning of training activities, subject to operational circumstances and to ensure service impacts were minimised.

The Committee fully supported the Policy and requested that a review of the impacts of the Policy be reported back to the Staffing Committee in 12 months.

Resolved:

1. That the Staffing Committee approve the introduction of the Armed Forces Reserves policy (Appendix 1.)

11. URGENT BUSINESS

The Chair reported that there were no urgent items of business requiring the Committee's consideration.

Committee Name and Date of Committee Meeting

Staffing Committee – 10 June 2024

Report Title

Recruitment of Strategic Director, Regeneration and Environment

Is this a Key Decision and has it been included on the Forward Plan?

No

Strategic Director Approving Submission of the Report

Jo Brown, Assistant Chief Executive

Report Author(s)

Lynsey Linton

lynsey.linton@rotherham.gov.uk

Ward(s) Affected

Borough-Wide

Report Summary

This report sets out proposals to appoint to the Strategic Director, Regeneration and Environment.

Recommendations

1. That Staffing Committee approve the request to fill the vacant post of Strategic Director Regeneration and Environment and refer the process to the Senior Appointments Panel to make the appointment.

List of Appendices Included

None

Background Papers

Localism Act 2011 Hutton review of Fair Pay in the Public Sector

Local Government Transparency Code 2015

Pay Policy Statement

Other Employment Procedure Rules

Consideration by any other Council Committee, Scrutiny or Advisory Panel

None

Council Approval Required

No

Exempt from the Press and Public

No

Recruitment of Strategic Director, Regeneration and Environment

1. Background

- 1.1 Following the resignation of the Strategic Director, Regeneration and Environment on 12 April 2024, formal arrangements need to be made to appoint to the role on a permanent basis.
- 1.2 As the role is the strategic lead for the directorate, an interim was appointed to cover duties, for a 6-month period from 15 April 2024.

2. Key Issues

- 2.1 Staffing Committee is asked to give their approval to recruit to the vacant Strategic Director of Regeneration and Environment post.
- 2.2 As per the Officer Employment Procedure Rules and Code of Conduct, Staffing Committee is asked to agree plans to immediately begin the selection process, led by the Senior Officer Appointments Panel.
- 2.3 Based on a three-month notice period, it is expected that the successful candidate would take up post in November 2024.
- 2.4 The salary for the Strategic Director post is £131,885 (subject to the outcome of 2024/25 pay negotiations) and will be advertised at the current rate.

3. Options considered and recommended proposal

- 3.1 As this is a Chief Officer post, permanent recruitment to the Strategic Director role undertaken by a Senior Officer Appointments Panel is recommended.

4. Consultation on proposal

- 4.1 Consultation has taken place with the Chief Executive and Leader of the Council.

5. Timetable and Accountability for Implementing this Decision

- 5.1 There is no proposal to change the existing agreed salary for the post and therefore it is proposed to refer the process to the Senior Officer Appointments Panel.
- 5.2 Based on current plans the post will be advertised for a minimum period of two weeks at the end of June 2024 and early July 2024 with the assessment process and final interview panels completed by the end of July 2024.

6. Financial and Procurement Advice and Implications

6.1 The Strategic Director is a budgeted post, therefore, the current and future costs of the post are factored into the Council's financial planning.

6.2 The engagement of a recruitment agency to assist with the search and selection process will be undertaken in accordance with the Council's Financial & Procurement Procedure Rules.

7. Legal Advice and Implications

7.1 There are no direct legal implications arising from this report.

8. Human Resources Advice and Implications

8.1 An appropriately rewarded workforce motivates employees and meets standards of fairness and equity required by employment legislation.

8.2 Due to the strategic nature of this role in leading the directorate, it is imperative that a permanent replacement is recruited as quickly as possible.

9. Implications for Children and Young People and Vulnerable Adults

9.1 There are no direct implications arising from this report.

10. Equalities and Human Rights Advice and Implications

10.1 Fair pay structures are a requirement of employment and equalities legislation.

11. Implications for CO₂ Emissions and Climate Change

11.1 There are no direct implications arising from this report, although appointing to this strategic role will support continued leadership of the Council's climate change strategy.

12. Implications for Partners

12.1 The role is a member of the Council's Strategic Leadership Team working corporately with Elected Members and external stakeholders to ensure the Council vision, priorities and values are actively promoted and made a reality.

13. Risks and Mitigation

13.1 Failure to proceed with the appointment process would create a risk that the council will be unable to deliver continued improvement across directorate services, with an ensuing impact across other directorates due to the corporate nature of this role.

Accountable Officer(s)

Lynsey Linton, Assistant Director, Human Resources

Approvals obtained on behalf of:

	Name	Date
Chief Executive	Sharon Kemp	30/05/24
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	29/05/24
Assistant Director of Legal Services (Monitoring Officer)	Phillip Horsfield	29/05/24
Assistant Director of Human Resources (if appropriate)	Lynsey Linton	29/05/24
The Strategic Director with responsibility for this report	Jo Brown, Assistant Chief Executive	30/05/24
Consultation undertaken with the relevant Cabinet Member	Leader of the Council - Councillor Read	30/05/24

Report Author: Lynsey Linton, Assistant Director Human Resources Lynsey Linton

lynsey.linton@rotherham.gov.uk

This report is published on the Council's [website](#).