

Cherwell District Council

Personnel Committee

Minutes of a meeting of the Personnel Committee held at Bodicote House, Bodicote, Banbury, OX15 4AA, on 15 March 2023 at 10.00 am

Present:

Councillor Jason Slaymaker (Chairman)
Councillor Simon Holland (Vice-Chairman)
Councillor Andrew Beere
Councillor Ian Corkin
Councillor Gemma Coton
Councillor Fiona Mawson
Councillor Lynn Pratt
Councillor Chris Pruden
Councillor Les Sibley
Councillor Amanda Watkins
Councillor Douglas Webb

Substitute Members:

Councillor Adam Nell (In place of Councillor Barry Wood)

Apologies for absence:

Councillor Barry Wood

Officers:

Susan Blunsden, HR Manager
Ruth Wooldridge, Health and Safety Manager
Aaron Hetherington, Democratic and Elections Team Leader

Officers Attending Virtually:

Celia Prado-Teeling, Performance & Insight Team Leader
Mark Mills, Policy Officer

38 **Declarations of Interest**

There were no declarations of interests.

39 **Petitions and Requests to Address the Meeting**

There were no petitions or requests to address the meeting.

40 **Urgent Business**

There were no items of urgent business.

41 **Minutes**

The Minutes of the meeting of the Committee held on 31 January 2023 were confirmed as a correct record and signed by the Chairman.

42 **Chairman's Announcements**

The Chairman advised the Committee that the year-end Workforce Profile Statistics would be submitted to the next meeting and requested that Members provide feedback to the Assistant Director Human Resources regarding information they would like included in the report.

43 **Policy Updates**

The Chief Executive submitted a report to seek approval on proposed changes to the following existing HR policies: Corporate Health, Safety and Wellbeing Policy; Probation Policy; and, Honorarium Policy.

The HR Manager gave an overview of the proposed changes to the Probation Policy and Honorarium Policy. The Health and Safety Manager gave an overview of the proposed changes to the Corporate Health, Safety and Wellbeing Policy.

Resolved

(1) That the following policies be approved for implementation:

- Corporate Health, Safety and Wellbeing Policy
- Probation Policy
- Honorarium Policy

44 **Equalities, Diversity and Inclusion (EDI) Action Plans**

The Assistant Director for Customer Focus submitted a report to seek the Committee's views on the draft action plans for delivering the council's equality, diversity and inclusion commitments for creating an inclusive workplace, which are set out in its Equalities Framework, Including Everyone.

In introducing the report, The Assistant Director for Customer Focus, advised the Committee that the Equality, Diversity and Inclusion (EDI) working group was a joint working group with the Overview and Scrutiny Committee. The working group had reviewed the three draft action plans – Inclusive Communities, Inclusive Services and Inclusive Workforce.

The Personnel Committee was asked to provide comments on the Inclusive Workforce action plan.. The Overview and Scrutiny Committee considered the Inclusive Communities and Inclusive Services action plans at their 15 March meeting. All three action plans would be considered by Executive at their meeting on 3 April.

In considering the report, the Committee noted the excellent work in respect of all Action Plans. In respect of the Inclusive Workforce the Committee commented that there should be more reference in relation to age discrimination.

Resolved

- (1) That the following comment on the draft action plan for an Inclusive Workplace Information be made to Executive:
 - There should be more reference to age discrimination within the plan.
- (2) That Executive be recommended to delegate authority to the Assistant Director for Customer Focus to make minor amendments to the agreed Inclusive Workplace Action Plans in consultation with the portfolio holder and Chair of the EDI working group.

The meeting ended at 10.33 am

Chairman:

Date: