

**EMPLOYMENT COMMITTEE**  
**09/12/2025 at 12.30 pm**



**Present:** Councillor Jabbar (Chair)  
Councillors Al-Hamdani, Byrne, Charters and Shuttleworth

Also in Attendance:

Alex Bougatéf	Borough Solicitor
Tracy Delaney	UNISON
Eleanor Devlin	Assistant Director of Workforce & Organisational Culture
Fiona Greenway	Finance Services
Jack Grennan	Constitutional Services
Paul Hindle	GMB
Heather Moore	Assistant Director of Governance

**1 ELECTION OF CHAIR**

RESOLVED: That Councillor Jabbar be appointed as Chair for the duration of the meeting.

**2 ELECTION OF VICE CHAIR**

The item was deferred.

**3 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Ghafoor and Councillor Hince.

**4 URGENT BUSINESS**

There were no items of urgent business received for the Committee to consider.

**5 DECLARATIONS OF INTEREST**

There were no declarations of interest received.

**6 DATE OF NEXT MEETING**

RESOLVED: That the date of the next meeting be noted as 3<sup>rd</sup> March 2026.

**7 EXCLUSION OF THE PRESS AND PUBLIC**

RESOLVED: That in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting, for the following four items of business, on the grounds that they contain exempt information under paragraph 3 Part 1 of Schedule 12A of the Act, and it would not, on balance, be in the public interest to disclose the reports.

**8 APPOINTMENTS TO SUB-COMMITTEES**

The composition of the sub-committees were noted, with discussions on membership being deferred.

**9 TERMS OF REFERENCE**

Heather Moore presented the proposed engagement framework between the Councillors, Officers and the Trade Unions.

It was noted that whilst there were some directorate consultative groups (DCGs) already in place, others would be established. It was agreed that, should there be any changes to Directorates in the future, DCGs should be set up as required.

It was noted that the proposed amendments to the Terms of Reference were to:

1. Make recommendations to council in relation to the annual Pay Policy Statement and any amendments to such statement
2. Establish a regular method of consultation and negotiation between the Council and the Trade Unions, always providing that no questions relating to an individual employee shall be within the scope of the Committee.

The proposed functions of Corporate Consultative Groups (CCGs) and DCGs were noted. The meeting considered the functions of the LNJCC and the Employment Committee. It was noted that the LNJCC previously held responsibility for policy matters. The Assistant Director of Governance and the Assistant Director of HR were requested to work with the Trade Unions to bring back a revised Terms of Reference for the LNJCC to the next meeting.

Members requested information on what had changed and when between the previous meeting and now. Members queried whether the Employment committee was needed as they were unaware of when this had been established.

It was agreed that an extra meeting would be organised for January to discuss and agree the changes.

It was noted that the terms of reference should refer to the Head of Paid Service, rather the Chief Executive.

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## **CAREER GRADED POSTS GUIDANCE**

Eleanor Devlin presented the report, noting that the guidance document would apply to individual roles with different pay grades. It was noted that this is already happening at the council but that there had been no guidance on it. It was highlighted that this would help with the need to grow our own. The principles of the guidance were outlined and the formal appeal process was highlighted, and it was noted that this would give the Council greater resilience.

Members noted this as a sensible approach, particularly around retaining and recruiting staff. It was outlined that trade union concerns had been met with the guidance.

Members queried the protection of workers, particularly around stopping pressure and giving protection to workers around doing work above their pay grade. It was noted that this was why there was need for guidance and that the two pay grades would constitute two separate elements. It was also highlighted that

there were existing structures in place, such as grievance policies.



It was noted that this was not a mandatory career path and that without the pathway, the Council would risk losing staff at lower levels, and that there was a need to avoid everyone on the scheme moving up to a higher grade if there wasn't need for it.

Members queried whether those on the scheme would have to complete exams or qualifications in order to reach the higher pay grades. It was noted that this would be on a case by case basis but that the document was based around competencies, rather than qualifications.

Members queried what Let's Talk meetings were, and it was noted that these were regular appraisals for staff. Members also queried how no favouritism could be guaranteed. It was highlighted that all vacancies had to go through the corporate vacancy panel and has to go to external advertisement.

**RESOLVED:** That the guidance be approved.

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### **DIGNITY AT WORK POLICY**

It was noted that the committee were signing off the policy in principle as the formatting needed amending. It was noted that the previous policies did not serve the Council properly.

It was noted that the key changes were a distinction between a grievance and a dignity complaint, a focus on restorative action, a greater focus on sexual harassment and the equalities act, and policy guidance on counter claims. It was also noted that Trade Union comments had been helpful in shaping this policy.

Members highlighted the need for consistency on this, and noted references to employee with no clarity on whether this referred to the complainant or the subject of the complaint.

**RESOLVED:** That the policy be agreed in principle and be brought back to the Committee at the next meeting.

The meeting started at 12.30 pm and ended at 1.30 pm.