

**MINUTES OF CHIEF OFFICERS EMPLOYMENT COMMITTEE MEETING - MONDAY, 4
MARCH 2024**

Present:

Councillor Williams (in the Chair)

Councillors

N Brookes
Burdess

Farrell
Galley

Hugo
Mrs Scott

M Smith
Taylor

In Attendance:

Linda Dutton, Head of Human Resources and Workforce Development

Neil Jack, Chief Executive

Mark Towers, Director of Governance and Partnerships

1 DECLARATIONS OF INTEREST

There were no declarations of interest on this occasion.

2 EXCLUSION OF THE PUBLIC

Resolved: That under Section 100 (A) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the whole item, including the decisions referred to at Agenda item 4 on the grounds that it would involve the likely disclosure of exempt information as defined in paragraph 1 of Part 1 of Schedule 12A of the Act.

3 MINUTES OF THE LAST MEETING HELD ON 6 FEBRUARY 2023

The Committee considered the minutes of the last meeting held on 6 February 2023.

Resolved:

That the minutes of the last meeting held on 6 February 2023 be approved and signed by the Chair as a correct record.

4 PAY POLICY STATEMENT 2024/2025

The Committee considered a report on the Council's Pay Policy Statement which included information on the annual assessment of the gender pay gap data.

Mrs Linda Dutton, Head of Human Resources and Workforce Development presented the report to the Committee. Mrs Dutton highlighted that the document included the statutory requirements of a pay policy as outlined in paragraph 6.2 of the report and the additional requirements specified as good practice for Councils by the Department for Levelling Up, Housing and Communities as outlined in paragraph 6.3. The pay policy also included within it the Council's statement on the gender pay gap data which was required of all organisations with more than 250 employees. Mrs Dutton highlighted that in line

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with last year's statement were no significant areas for concern. Mrs Dutton outlined that the report at paragraph 6.6 now included evidence as to the favourable comparison between the Council and other neighbouring Councils.

The Committee asked questions of Mrs Dutton as to whether training and development was broadly in line with the gender split of the Council. Mrs Dutton responded that this was the case. The Committee expressed a satisfaction with that situation but suggested that the following wording be added under the 'Findings' part of the Gender Pay Gap Report under the sub section on 'Leadership': "Attendees on current and past Leadership courses evidences good participation from both genders which is generally in line with the workforce gender split."

The Committee also commented on hybrid working and whether the Council's performance had been affected by the move to a more flexible approach to working. Mrs Dutton explained that for certain services there was the opportunity to work more flexibly but there was now a rule that employees had to work an average of 3 days per week in the office and there was a manual which set down certain standards expected for those that did work from different locations. It was noted that it would be difficult to measure output pre pandemic when there were fewer employees working flexibly compared to the present but it was not believed that performance had been affected negatively.

Resolved:

To recommend to Council to approve the Proposed Pay Policy Statement, as attached at Appendix 3(a) to agenda subject to the additional text listed above.

5 MONITORING OFFICER

The Committee considered the appointment of appointment of a Monitoring Officer pending the retirement of Mark Towers, the current Monitoring Officer, later this calendar year.

The Committee considered the options for replacement of the Monitoring Officer pending the retirement of Mark Towers and noted the support of the Chief Executive for the approach outlined in the agenda report. The Committee noted that Lorraine Hurst was the current Deputy Monitoring Officer and had been in that role since 2012. It was noted that as a transition to Mark Towers leaving the Council he had offered to step down as Monitoring Officer from 1 April 2024 and this would allow Lorraine Hurst to take on the role at an earlier time while Mark Towers would still be an employee of the Council. Lorraine Hurst would then appoint Mark as a Deputy Monitoring Officer. The Committee considered that this would offer a positive transition to the new working arrangements and emphasised the key governance role of the Monitoring Officer.

Resolved:

1. To recommend to Council the appointment of Lorraine Hurst as the Council's Monitoring Officer from 01 April 2024 with a review by Council prior to the end of the calendar year.

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2. To disestablish the Chief Officer post of Director of Governance and Partnerships from 02 November 2024 and to create the Statutory Chief Officer post of Assistant Chief Executive (Governance)/ Monitoring Officer with effect from 01 April 2024 and for Lorraine Hurst to occupy that role.
3. To note the changes the Chief Executive is seeking to make to the resultant leadership structure and that the pay grades of any new roles or changed roles will be informed following evaluation through the Hay job evaluation scheme.

Chairman

(The meeting ended at 5.50pm)

Any queries regarding these minutes, please contact:
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