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## **Employment Panel**

### **Report of the meeting held on 15th November 2010**

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#### **Matters for Information**

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#### **12. RECOMMENDATIONS ARISING FROM THE EMPLOYEE LIAISON ADVISORY GROUP**

Having been made aware of a request from Employees Side Representatives to extend the period during which employees may apply for the Voluntary Release Scheme until the Council's Budget has been determined in February 2011, the Panel has concluded that it would not be practical or equitable to extend this stage of the scheme and noted that Directors and Heads of Service in preparing plans for achieving savings in 2011/12 had been requested to discuss them with employees affected at the earliest stage.

The Panel has also been acquainted with the discussions which had taken place at a recent meeting arranged for all staff by Employee Side and Unison representatives, on the Council's draft Budget and the implications for employees and on progress with the suggestion scheme for savings identified by employees.

#### **13. CHANGES TO THE EMPLOYEE LIAISON ADVISORY GROUP**

The Panel has been acquainted with the outcome of the review by the Democratic Structure Working Group on the operation of the Employment Panel and its related structures, which had been endorsed by the Council at their meeting in September 2010.

Although the Council had made no adjustments to the operation of the Employment Panel, the Panel has noted the changes which had been made to the membership and operation of the Employee Liaison Advisory Group (ELAG). Consequently the Panel has appointed Councillors J W Davies, Mrs P A Jordan, P A Swales and T V Rogers to serve on the Group for the remainder of the Municipal Year.

The Panel has also endorsed minor changes to the Group's terms of reference. These changes related to the size of the quorum and also will enable attendance of Trade Union representatives on an advisory or consultative basis if required.

#### **14. VOLUNTARY REDUNDANCY SCHEME**

The Panel has received an update on the roll-out of the Voluntary Release Scheme across the Council. Having noted that the first stage

had now concluded, the Panel was informed that three applications had recently been considered by the Employee Selection Panel.

The Panel also has been advised of progress with the second stage, noted that there were 6 weeks remaining and received details of the guidance and support which was being given to Managers and employees by HR Services.

As part of their deliberations, the Panel were updated on the ongoing review of Pay, Pay Structure and Allowances, which would form the basis of discussions with employees in due course.

**15. DISABILITY AT WORK POLICY**

To comply with the 2010 Equality Act and reflect best practice, the Panel has adopted a policy for disability at work. The Policy is intended to ensure that disabled employees are supported at work and that they do not encounter unfair discrimination or harassment on the grounds of disability. It also provides managers and employees with guidance on a range of reasonable adjustments that the Council can provide to disabled employees to support them in the workplace.

**16. EQUAL OPPORTUNITIES MONITORING REPORT**

Having noted that the 2010 Equality Act requires the Council to publish information relating to the characteristics of its employees, the Panel has received and noted the results of the equal opportunities monitoring of its workforce over the period 1st April 2009 to 31st March 2010.

In reviewing the statistics, the Panel has observed several issues which reflect well on the organisation and suggest that there is no evidence of discrimination within the Council. The Panel has also noted that further reports will be produced as required under the Act, Regulations and Codes of Practice and that every effort would be made to ensure that they provide a cost benefit.

Further details are available from the People, Performance & Partnerships Division on request.

P A Swales  
Chairman