

MINUTES OF THE MEETING General Purposes Committee HELD ON Tuesday, 1st July, 2025, 7.00 - 7.13 pm

PRESENT:

Councillors: Carroll (Vice-Chair), Cressida Johnson (Chair), Dawn Barnes and Erdal Dogan

36. FILMING AT MEETINGS

The Chair referred to the filming at meetings notice, and attendees noted this information.

RESOLVED:

That the filming procedure was noted.

37. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Ali.

38. URGENT BUSINESS

There was none.

39. DECLARATIONS OF INTEREST

There were none.

40. DEPUTATIONS/PETITIONS/QUESTIONS

There were none.

41. MINUTES

The minutes of the previous meeting, 3 April 2025, were discussed.

RESOLVED:

The minutes of the previous meeting, 3 April 2025, were agreed as a true and accurate record of proceedings.

42. PEOPLE REPORT

The Chief People Officer introduced the report.

It was highlighted that there had been an increase in the number of staff in the workforce since the last report to Committee. However, it was stressed that there had been a reduction in the number of agency staff due to the work of managers. It was explained that the staff headcount in December 2024 to March 2025 had increased in part due to insourcing of Fusion Leisure.

RESOLVED:

That the Committee:

1. Noted the report.

43. HR POLICIES

The Chief People Officer introduced the report.

It was explained that the proposed changes to the Acting-up and Honorarium Policies were minor and were undertaken to remain compliant with employment regulations. It was explained that the proposed changes had been discussed with Trade Unions.

It was explained that the Council was proposing to introduce a specific Sexual Harassment Policy in order to remain compliant with Advisory, Conciliation and Arbitration Service (ACAS) recommendations and with changes to Central Government regulation regarding sexual harassment reporting. It was stressed that the policy would not change any existing processes in the disciplinary policy, which were considered sufficient.

The proposed changes for employees who become a special guardian or kinship carer were outlined and it was explained that the Council accepted proposed changes to extend pay and leave provisions.

Following questions from Members, it was outlined:

- That secondments onto lower grades would be placed onto the maximum spinal point to minimise income loss.
- Members asked about arrangements for foster carers and potential flexibility of policies. Officers explained that there was appropriate flexibility in place for special leave arrangements which is undertaken on a case by case basis.

RESOLVED:

That the Committee:

1. Approved the changes to the Acting Up, Honorarium and Secondment Policy and the introduction of a new Prevention of Sexual Harassment at Work Policy.
2. Approved the proposed revisions to the Parental Leave Policy to extend pay and leave provisions for employees who become a special guardian or kinship carer.
3. Noted the HR policies to be presented to this Committee throughout municipal year ending April 2026.

44. NEW ITEMS OF URGENT BUSINESS

There were none.

45. DATE OF NEXT MEETING

The date of the next meeting was noted as 9 October 2025

CHAIR: Councillor Cressida Johnson

Signed by Chair

Date

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