

Item 3 (i)

At a Meeting of the **HUMAN RESOURCES COMMITTEE** held on **THURSDAY 24 NOVEMBER 2022** at **11.30am** in the Chamber, City Hall

Present: -

Councillor Wood in the Chair

Councillors Farthing, Hartnack, Haswell, K Johnston, Mann and Potts.

Also present: -

Patrick Melia	-	Chief Executive
Lyn Barnes	-	Senior HRD Business Partner
Elaine Waugh	-	Assistant Director of Law and Governance
Marc Morley	-	Director of Environmental Services
Kate Kirton	-	Principal Governance Services Officer

Appointment of Chairman

In the absence of the Chairman and Vice Chairman for the meeting it was:-

13. RESOLVED that Councillor Wood be appointed as Chairman for the meeting.

Apologies for Absence

Apologies for absence were submitted to the meeting on behalf on Councillors Chequer, Miller, Stewart and Williams.

Declarations of Interest

Councillor Farthing declared an interest in relation to Item 4 – (Recruitment Process) as a Governor of Rickleton Primary School.

Minutes

14. RESOLVED that the minutes of the meeting of the Human Resources Committee held on 17 March 2022, Part I be confirmed and signed as a correct record subject to the following amendment:

Page 2 – final paragraph to reflect that the Chief Executive had delegated responsibility for market pay supplements however the parameters were set by the Human Resources Committee.

Page 4 – An update report in relation to School Crossing Patrols and the review to be undertaken should be included as an ongoing item of business.

Recruitment Process

The Human Resources Department submitted a report to provide a further update to HR Committee on the Council's recruitment activity.

Members were advised that at the last meeting of HR Committee on 17 March 2022 Members were provided with an update on a range of improvements which had been introduced to streamline the recruitment activity within the Council under the Council's transformation programme – "Thinking Operating Model" (TOM).

Work to improve the applicants' experience and further streamline the recruitment activity had been ongoing. The report set out an update of the improvements that had been introduced or were currently being developed and some of the challenges the Council were currently facing in relation to recruitment.

Members were advised that the majority of changes made to the recruitment process were introduced over the last twelve months. The work had focused on automating the internal processes. The improvements included were detailed at Section 4 of the report.

Like most employers, the main challenge that the Council was currently facing was the shortage of skilled or experienced candidates.

In order to address the high levels of turnover and the difficulty in filling the positions, an open advert was permanently live on NorthEast Jobs, for School Crossing Patrol Assistants, School Catering Assistants and Cleaners. It had historically proved challenging to recruit and retain employees to these positions. Work had commenced to modify, and simplify, the recruitment process to ensure suitable candidates were not being discouraged from applying.

Members were then referred to the improvements which were currently in the development stage, as detailed within Section 6.2 of the report.

Councillor Wood referred to the reference requests and asked whether an appointment would still not be made and was advised that it would not, to ensure that the Council was discharging their duty as an employer.

In order to recruit to some of the hard to recruit to positions, the Council intended to increase partnership working with Universities to target final year University students and provide a conditional job offer prior to successful completion of the final assessment/exams and in addition, the HR Advice team had already made links with several schools within the City to highlight career pathways within the Council for pupils within the City.

The Education Development Trust had contacted the HR Team requesting that they engage with KS3 pupils who had a SEND plan within the City and arrangements were

being made for HRD Officers to attend schools to deliver talks on career pathways within the Council..

Councillor Mann referred to the engagement commenting that this was excellent however Autosave was frustrating. Councillor Mann went on to refer to Section 6.3 and commented that engagement could be undertaken on local wards and that school/college holidays could be a useful time.

Councillor Farthing referred to training providers and commented that useful links could be made. In addition, in relation to hard to fill jobs, a job re-design may make them more attractive and that also information in relation to the competition in other areas would be useful to know.

Councillor Hartnack questioned whether a market supplement could be introduced for the 'harder to reach market' and was advised that this is something that the policy would allow and could be discussed across the region.

Councillor Hartnack went on to say that job titles were not necessarily recognised and could be refined.

Councillor Haswell agreed that job re-design should be addressed and also suggested that additional offers could be made, for example, a term time bursary.

Councillor Wood referred to the number of apprenticeships and questioned how many there were at the moment.

Lyn Barnes responded by advising that there were approximately 100 which also included TfC.

15. RESOLVED that the contents of the report be noted.

Local Government (Access to Information) (Variation Order) 2006

At the instance of the Chair, it was: -

16. RESOLVED that in accordance with the Local Government (Access to Information) (Variation) Order 2006, the public be excluded during the consideration of the remaining business as it was considered to involve a likely disclosure of information relating to a particular individual or which was likely to reveal the identity of an individual or which was likely to reveal the identity of an individual and any consultations or negotiations, or contemplated consultations or negotiations in connection with any labour relations matter arising between the Council and its employees. (Local Government Act 1972, Schedule 12A, Part 1, Paragraphs 1, 2 and 4). The public interest in maintaining this exemption outweighed the public interest in disclosing the information.

(Signed)

P. WOOD
Chairman for Meeting

Note: -

The above minutes comprise only those relating to items during which the meeting was open to the public.

Additional minutes in respect of other items are included in Part II.