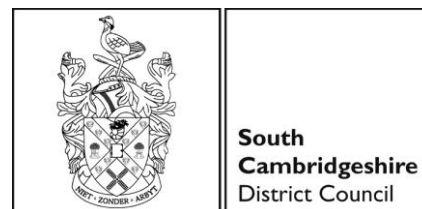


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24 July 2020

To: Chair – Councillor Henry Batchelor
Vice-Chair – Councillor Dawn Percival
Members of the Employment and Staffing Committee – Councillors
Sarah Cheung Johnson, Dr. Claire Daunton, Mark Howell, Heather Williams and
John Williams

Quorum: 3

Substitutes: Councillors Sue Ellington, Graham Cone, Nick Wright, Bunty Waters,
Grenville Chamberlain, Clare Delderfield and Peter McDonald

Dear Councillor

You are invited to attend the next meeting of **EMPLOYMENT AND STAFFING COMMITTEE**, which will be a **VIRTUAL MEETING - ONLINE** on **MONDAY, 3 AUGUST 2020** at **2.00 p.m.**

Members are respectfully reminded that when substituting on committees, subcommittees, and outside or joint bodies, Democratic Services must be advised of the substitution *in advance of* the meeting. It is not possible to accept a substitute once the meeting has started. Council Standing Order 4.3 refers.

Yours faithfully
Liz Watts
Chief Executive

Requests for a large print agenda must be received at least 48 hours before the meeting.

AGENDA

	PAGES
1. APOLOGIES FOR ABSENCE To receive Apologies for Absence from Committee members.	
2. DECLARATIONS OF INTEREST	
3. MINUTES OF PREVIOUS MEETING To agree the minutes of the previous meeting held on 18 March 2020.	1 - 2
4. UPDATE ON BAME TASK AND FINISH GROUP At its meeting on 14 July, Council agreed a motion(see attached) which included the setting up of a Task and Finish Group under the auspices of the Scrutiny and Overview Committee to examine whether ethnic minorities were discriminated against in the Council's recruitment process and in their career progression.	3 - 6

The Employment and Staffing Committee may wish to consider how it can assist the Task and Finish Group without duplicating its work.

5. **QUARTER 4 SICKNESS ABSENCE REPORT (1ST JANUARY 2020 TO 31ST MARCH 2020)** 7 - 22
6. **RETENTION AND TURNOVER REPORT: QUARTER 4 (Q4) 1 JANUARY TO 31 MARCH 2020** 23 - 32
7. **UPDATE ON THE IMPACT OF COVID-19 ON STAFF - ORAL REPORT**
The Committee will receive an oral report on the following issues:
 - The monitoring of health and wellbeing of staff during the pandemic whilst they are working from home
 - Support provided to staff: Employee Assistance Programmes (EAP)
 - Impact on staff training programmes
 - When are staff returning to the office?
8. **THE NEXT STAFF SURVEY - ORAL REPORT**
To received an oral update on the status of the next staff survey in light of homeworking.
9. **DATE OF NEXT MEETING**
The next scheduled meeting: Tuesday 12 January 2021 at 10am.

GUIDANCE NOTES FOR MEMBERS OF THE PUBLIC FOR REMOTE MEETINGS

Members of the public are welcome to view the live stream of this meeting, except during the consideration of exempt or confidential items, by following the link to be published on the Council's website.

Any person who participates in the meeting in accordance with the Council's procedure rules, is deemed to have consented to being recorded and to the use of those images (where participating via video conference) and/or sound recordings for webcast purposes. When speaking, members of the public should not disclose any personal information of any individual as this might infringe on the rights of that individual and breach the Data Protection Act.

For more information about this meeting please contact democratic.services@scams.gov.uk