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Hinckley & Bosworth
Borough Council

Bill Cullen MBA (ISM), BA(Hons) MRTPI
Chief Executive

Date: 26 July 2022

**To: Members of the Ethical Governance and
Personnel Committee**

| | |
|--------------------------------|-----------------|
| Cllr R Webber-Jones (Chairman) | Cllr MA Cook |
| Cllr SL Bray (Vice-Chairman) | Cllr A Furlong |
| Cllr RG Allen | Cllr L Hodgkins |
| Cllr DC Bill MBE | Cllr LJP O'Shea |
| Cllr MB Cartwright | |

Copy to all other Members of the Council

(other recipients for information)

Dear member,

There will be a meeting of the **ETHICAL GOVERNANCE AND PERSONNEL COMMITTEE** in the De Montfort Suite, Hinckley Hub on **WEDNESDAY, 3 AUGUST 2022** at **6.00 pm** and your attendance is required.

The agenda for the meeting is set out overleaf.

Yours sincerely

A handwritten signature in black ink, appearing to read 'R Owen'.

Rebecca Owen
Democratic Services Manager

Fire Evacuation Procedures

- On hearing the fire alarm, leave the building **at once** quickly and calmly by the nearest escape route (indicated by green signs).
- *There are two escape routes from the Council Chamber – at the side and rear. Leave via the door closest to you.*
- Proceed to **Willowbank Road car park**, accessed from Rugby Road then Willowbank Road.
- **Do not** use the lifts.
- **Do not** stop to collect belongings.

Recording of meetings

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We also allow the use of social media during meetings, which helps to bring the issues discussed to a wider audience.

Members of the public, members of the press and councillors are hereby informed that, in attending the meeting, you may be captured on film. If you have a particular problem with this, please contact us so we can discuss how we may accommodate you at the meeting.

Use of mobile phones

To minimise disturbance to others attending the meeting, please switch off your phone or other mobile device or turn it onto silent or vibrate mode.

Thank you

ETHICAL GOVERNANCE AND PERSONNEL COMMITTEE - 3 AUGUST 2022

A G E N D A

1. **APOLOGIES AND SUBSTITUTIONS**

2. **MINUTES OF PREVIOUS MEETING (Pages 1 - 4)**

To confirm the minutes of the previous meeting.

3. **ADDITIONAL URGENT BUSINESS BY REASON OF SPECIAL CIRCUMSTANCES**

To be advised of any additional items of business which the Chairman decides by reason of special circumstances shall be taken as matters of urgency at this meeting.

4. **DECLARATIONS OF INTEREST**

To receive verbally from members any disclosures which they are required to make in accordance with the Council's code of conduct or in pursuance of Section 106 of the Local Government Finance Act 1992. **This is in addition to the need for such disclosure to be also given when the relevant matter is reached on the agenda.**

5. **QUESTIONS**

To hear any questions received in accordance with Council Procedure Rule 12.

6. **ANY OTHER ITEMS OF BUSINESS WHICH THE CHAIRMAN DECIDES HAVE TO BE DEALT WITH AS MATTERS OF URGENCY**

7. **MATTERS FROM WHICH THE PUBLIC MAY BE EXCLUDED**

To consider the passing of a resolution under Section 100A(4) of the Local Government Act 1972 excluding the public from the undermentioned item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 1 and 10 of Schedule 12A of the 1972 Act.

8. **COMPLAINT 2021/26 - HEARING (Pages 5 - 22)**

Following an investigation, the committee will hear the case relating to complaint 2021/26.

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HINCKLEY AND BOSWORTH BOROUGH COUNCIL
ETHICAL GOVERNANCE AND PERSONNEL COMMITTEE

8 JUNE 2022 AT 6.30 PM

PRESENT: Cllr R Webber-Jones - Chairman
Cllr SL Bray – Vice-Chairman
Cllr RG Allen, Cllr DC Bill MBE, Cllr MB Cartwright, Cllr A Furlong,
Cllr L Hodgkins and Cllr RB Roberts (for Cllr MA Cook)

Officers in attendance: Julie Kenny and Rebecca Owen

30. Apologies and substitutions

Apologies for absence were submitted on behalf of Councillors Cook and O'Shea, with the substitution of Councillor Roberts for Councillor Cook authorised in accordance with council procedure rule 10.

31. Minutes of previous meeting

It was moved by Councillor Bill, seconded by Councillor Cartwright and

RESOLVED – the minutes of the meeting held on 6 April be confirmed and signed by the chairman.

32. Declarations of interest

No interests were declared.

33. Revision of pension discretionary policies

Members received a report which proposed a change to one of the employer pension discretions in relation to the Local Government Pension Scheme (LGPS) by way of new shared cost additional voluntary contributions (SCAVCs) via salary sacrifice.

Councillor Roberts entered the meeting at 6.33pm.

A member suggested that a paragraph be included in the policy to clarify that the arrangement would be in place as long as legislation allowed for it and that the council would not be liable for compensation in the event of the scheme being withdrawn. In response it was explained that officers had delegated authority to amend the scheme if necessary and that the council ran several salary sacrifice schemes and not paying compensation was standard. Officers agreed to consider reflecting this in the document.

It was moved by Councillor Bray, seconded by Councillor Cartwright and

RESOLVED –

- (i) The proposal to introduce an additional voluntary contribution scheme be noted;

- (ii) The revised wording within the discretion policy “Regulation 17 – shared cost additional voluntary contribution facility” as outlined in appendix 1 to the report be approved;
- (iii) Officers be RECOMMENDED to incorporate a paragraph to clarify that the arrangement would be in place as long as legislation allowed for it and that the council would not be liable for compensation in the event of the scheme being withdrawn.

34. **Matters from which the public may be excluded**

On the motion of Councillor Allen seconded by Councillor Roberts, it was

RESOLVED – in accordance with section 100A(4) of the Local Government Act 1972, the public be excluded from the following item of business on the grounds that it involves the disclosure of exempt information as defined in paragraphs 1, 2 and 10 of Part I of Schedule 12A of that Act.

35. **Statutory Safety Committee minutes**

Members received the minutes of the last Statutory Safety Committee. In response to members questions, the following points were noted:

- Following the request of Ethical Governance & Personnel Committee, the dashcams that were being installed in council vehicles would have no audio recording to protect the privacy of staff;
- Whilst the minutes showed an increase in reports of physical abuse, it was noted that this had been incorrectly minuted and included threatening behaviour and members were reassured that physical abuse had not increased;
- The pandemic had likely had an impact on workplace stress as staff had to carry out additional work with no additional resources. It was noted that there was an employee assistance programme and officers agreed to report back on whether use of this had increased.

Members asked for their thanks to be passed onto the contact centre, acknowledging that they had many skills including dealing with difficult people.

Members requested an up to date list of key contacts within the authority following staffing changes over the last couple of years.

Discussion ensued on verbal abuse of staff and members including on social media and using the freedom of information process. Members were updated on discussions about implementing a safety system for members along with access to a list of potentially violent people.

36. **Complaints update**

It was reported that the investigation into complaint 2021/26 was complete and the investigator’s view was that there was a case to answer. It was therefore noted that a hearing would be arranged as soon as possible.

37. Complaints 2022/03 & 04

Consideration was given to complaints 2022/03 and 2022/04 about a parish councillor. It was noted that this type of complaint would usually have been determined by the Monitoring Officer under delegated powers but, due to the nature and history surrounding the situation, the Monitoring Officer had referred this complaint to the committee for determination.

Members felt that the complaint was trivial, lacked substance and did not clearly set out which parts of the code of conduct were alleged to have been breached.

It was moved by Councillor Bray, seconded by Councillor Bill and unanimously

RESOLVED – no further action be taken in respect of the complaint.

(The Meeting closed at 7.50 pm)

CHAIRMAN

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By virtue of paragraph(s) 1, 10 of Part 1 of Schedule 12A of the Local Government Act 1972.

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