



# WOKINGHAM BOROUGH COUNCIL

A Meeting of the **PERSONNEL BOARD** will be held in  
David Hicks 1 - Civic Offices, Shute End, Wokingham RG40  
1BN on **MONDAY 4 JULY 2022 AT 7.00 PM**

A handwritten signature in black ink, appearing to read 'Susan Parsonage', written in a cursive style.

Susan Parsonage  
Chief Executive  
Published on 24 June 2022

**Note:** Non-Committee Members and members of the public are welcome to attend the meeting or participate in the meeting virtually, in line with the Council's Constitution. If you wish to participate either in person or virtually via Microsoft Teams, please contact Democratic Services. The meeting can also be watched live using the following link: <https://youtu.be/hGankVO7CG8>

Please note that other people may film, record, tweet, or blog from this meeting. The use of these images or recordings is not under the Council's control.



# WOKINGHAM BOROUGH COUNCIL

## Our Vision

***A great place to live, learn, work and grow and a great place to do business***

### Enriching Lives

- Champion outstanding education and enable our children and young people to achieve their full potential, regardless of their background.
- Support our residents to lead happy, healthy lives and provide access to good leisure facilities to complement an active lifestyle.
- Engage and involve our communities through arts and culture and create a sense of identity which people feel part of.
- Support growth in our local economy and help to build business.

### Safe, Strong, Communities

- Protect and safeguard our children, young and vulnerable people.
- Offer quality care and support, at the right time, to prevent the need for long term care.
- Nurture communities and help them to thrive.
- Ensure our borough and communities remain safe for all.

### A Clean and Green Borough

- Do all we can to become carbon neutral and sustainable for the future.
- Protect our borough, keep it clean and enhance our green areas.
- Reduce our waste, improve biodiversity and increase recycling.
- Connect our parks and open spaces with green cycleways.

### Right Homes, Right Places

- Offer quality, affordable, sustainable homes fit for the future.
- Build our fair share of housing with the right infrastructure to support and enable our borough to grow.
- Protect our unique places and preserve our natural environment.
- Help with your housing needs and support people to live independently in their own homes.

### Keeping the Borough Moving

- Maintain and improve our roads, footpaths and cycleways.
- Tackle traffic congestion, minimise delays and disruptions.
- Enable safe and sustainable travel around the borough with good transport infrastructure.
- Promote healthy alternative travel options and support our partners to offer affordable, accessible public transport with good network links.

### Changing the Way We Work for You

- Be relentlessly customer focussed.
- Work with our partners to provide efficient, effective, joined up services which are focussed around you.
- Communicate better with you, owning issues, updating on progress and responding appropriately as well as promoting what is happening in our Borough.
- Drive innovative digital ways of working that will connect our communities, businesses and customers to our services in a way that suits their needs.

## MEMBERSHIP OF THE PERSONNEL BOARD

### Councillors

Rachel Bishop-Firth  
(Chairman)

Stephen Conway  
Stuart Munro

Clive Jones (Vice-Chairman) Prue Bray

Pauline Helliar-Symons Pauline Jorgensen

| ITEM NO. | WARD          | SUBJECT  | PAGE NO. |
|----------|---------------|--|----------|
| 11.      |               | <p><b>APOLOGIES</b><br/>To receive any apologies for absence</p>   |          |
| 12.      |               | <p><b>MINUTES OF PREVIOUS MEETING</b><br/>To confirm the Minutes of the Meeting held on 15 March 2022 and the Minutes of the Extraordinary meetings held on 1 June and 15 June 2022.</p>   | 5 - 10   |
| 13.      |               | <p><b>DECLARATION OF INTEREST</b><br/>To receive any declarations of interest</p>  |          |
| 14.      |               | <p><b>PUBLIC QUESTION TIME</b><br/>To answer any public questions</p> <p>A period of 30 minutes will be allowed for members of the public to ask questions submitted under notice.</p> <p>The Council welcomes questions from members of the public about the work of this committee.</p> <p>Subject to meeting certain timescales, questions can relate to general issues concerned with the work of the Committee or an item which is on the Agenda for this meeting. For full details of the procedure for submitting questions please contact the Democratic Services Section on the numbers given below or go to <a href="http://www.wokingham.gov.uk/publicquestions">www.wokingham.gov.uk/publicquestions</a></p> |          |
| 15.      |               | <p><b>MEMBER QUESTION TIME</b><br/>To answer any member questions</p>  |          |
| 16.      | None Specific | <p><b>ANNUAL PAY POLICY STATEMENT 2022/2023</b><br/>To receive the Annual Pay Policy Statement 2022/23.</p>  | 11 - 22  |
| 17.      | None Specific | <p><b>ANNUAL EQUALITY WORKFORCE MONITORING REPORT</b><br/>To receive the Annual Equality Workforce Monitoring Report.</p>  | 23 - 52  |

18. None Specific **RECRUITMENT PROCESS FOR ASSISTANT DIRECTORS HUMAN RESOURCES AND ORGANISATION DEVELOPMENT (HR&OD)** 53 - 60  
To consider a report regarding the Recruitment Process for Assistant Director Human Resources and Organisation Development (HR&OD).
19. None Specific **DATES OF FUTURE MEETINGS**  
To consider the following proposed dates for the remainder of the municipal year:
- Tuesday 27<sup>th</sup> September 7pm
  - Tuesday 22<sup>nd</sup> November 7pm
  - Monday 27<sup>th</sup> February 7pm
20. **EXCLUSION OF THE PUBLIC**  
That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 1 and 2 of Part 1 of Schedule 12A of the Act (as amended) as appropriate.
21. None Specific **AGENCY WORKER USAGE** To receive an update on Agency Worker usage. **To Follow**

**Any other items which the Chairman decides are urgent**

A Supplementary Agenda will be issued by the Chief Executive if there are any other items to consider under this heading.

**CONTACT OFFICER**

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