



WOKINGHAM BOROUGH COUNCIL

A Meeting of the **PERSONNEL BOARD** will be held in
David Hicks 1- Civic Offices, Shute End, Wokingham RG40
1BN on **WEDNESDAY 21 JUNE 2023 AT 7.00 PM**

Susan Parsonage
Chief Executive
Published on 13 June 2023

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://youtube.com/live/DwTsV3kU89E?feature=share>

Our Vision
<i>A great place to live, learn, work and grow and a great place to do business</i>
Enriching Lives
<ul style="list-style-type: none"> • Champion excellent 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 enable healthy choices for everyone. • Engage and empower our communities through arts and culture and create a sense of identity for the Borough which people feel part of. • Support growth in our local economy and help to build business.
Providing Safe and Strong Communities
<ul style="list-style-type: none"> • Protect and safeguard our children, young and vulnerable people. • Offer quality care and support, at the right time, to reduce the need for long term care. • Nurture our communities: enabling them to thrive and families to flourish. • Ensure our Borough and communities remain safe for all.
Enjoying a Clean and Green Borough
<ul style="list-style-type: none"> • Play as full a role as possible to achieve a carbon neutral Borough, sustainable for the future. • Protect our Borough, keep it clean and enhance our green areas for people to enjoy. • Reduce our waste, promote re-use, increase recycling and improve biodiversity. • Connect our parks and open spaces with green cycleways.
Delivering the Right Homes in the Right Places
<ul style="list-style-type: none"> • Offer quality, affordable, sustainable homes fit for the future. • Ensure the right infrastructure is in place, early, 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, where it is needed most, to live independently in their own homes.
Keeping the Borough Moving
<ul style="list-style-type: none"> • Maintain and improve our roads, footpaths and cycleways. • Tackle traffic congestion and 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 in offering affordable, accessible public transport with good transport links.
Changing the Way We Work for You
<ul style="list-style-type: none"> • Be relentlessly customer focussed. • Work with our partners to provide efficient, effective, joined up services which are focussed around our customers. • Communicate better with customers, 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.
Be the Best We Can Be
<ul style="list-style-type: none"> • Be an organisation that values and invests in all our colleagues and is seen as an employer of choice. • Embed a culture that supports ambition, promotes empowerment and develops new ways of working. • Use our governance and scrutiny structures to support a learning and continuous improvement approach to the way we do business. • Be a commercial council that is innovative, whilst being inclusive, in its approach with a clear focus on being financially resilient. • Maximise opportunities to secure funding and investment for the Borough. • Establish a renewed vision for the Borough with clear aspirations.

MEMBERSHIP OF THE PERSONNEL BOARD

Councillors

Rachel Bishop-Firth
Stephen Conway
Stuart Munro

Prue Bray
Pauline Helliar-Symons

Lindsay Ferris
Pauline Jorgensen

Substitutes

Clive Jones
Peter Harper
Sarah Kerr
Imogen Shepherd-DuBey
Caroline Smith
Laura Blumenthal

David Cornish
Graham Howe
Rebecca Margetts
Wayne Smith
Charles Margetts

David Hare
Norman Jorgensen
Ian Shenton
Chris Johnson
Phil Cunnington

ITEM NO.	WARD	SUBJECT	PAGE NO.
1.		ELECTION OF CHAIR 2023-24 To elect a Chair for 2023-24.	
2.		APPOINTMENT OF VICE CHAIR 2023-24 To appoint a Vice Chair for 2023-24.	
3.		APOLOGIES To receive any apologies for absence.	
4.		MINUTES OF PREVIOUS MEETING To confirm the Minutes of the Meeting held on 13 January 2023 and the Minutes of the Extraordinary meetings held on 23 rd January 2023, 6 February 2023, 24 March 2023 and 30 March 2023.	7 - 18
5.		DECLARATION OF INTEREST To receive any declarations of interest.	
6.		PUBLIC QUESTION TIME To answer any public questions A period of 30 minutes will be allowed for members of the public to ask questions submitted under notice. The Council welcomes questions from members of the public about the work of this committee. 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 www.wokingham.gov.uk/publicquestions

7. **MEMBER QUESTION TIME**
To answer any member questions.
8. None Specific **DEVELOPMENT OF THE COUNCIL'S PEOPLE STRATEGY** 19 - 22
To consider the proposed method of defining the People Strategy through engagement and consultation with the wider workforce, before it is subsequently submitted to the Personnel Board for approval.
9. None Specific **MODERN WORKFORCE CONCEPTS** 23 - 26
To discuss and agree the concepts set out to develop a Modern Workforce Policy.
10. None Specific **ABSENCE MANAGEMENT CONCEPTS** 27 - 32
To comment and agree the concepts for the Absence Management Policy.
11. None Specific **GENDER & ETHNICITY PAY GAP REPORT** 33 - 40
To note the Gender & Ethnicity Pay Gap Report.
12. None Specific **AGENCY AND TEMPORARY WORKER REPORT: QUARTER 3 2023/24** 41 - 44
To note the content of the report and agree the proposed new style of reporting.
13. None Specific **EXCLUSION OF THE PUBLIC**
That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the agenda items listed below, on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 1 and 3 of Part 1 of Schedule 12A of the Act (as amended) as appropriate.

Agenda items 14 and 15.
14. None Specific **DIRECTORATE PLANNING**
To receive a report regarding Directorate Planning – Report to follow.
15. None Specific **CHIEF EXECUTIVE REMUNERATION** 45 - 48
To consider a report on the Chief Executive's remuneration.

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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