

Employee Forum 12 March 2025

Present: Chloe Price (Deputy Chair in the Chair)

Member representatives:

Councillor M Bowen, Mrs S Hoss, Dr R Plummer (substitute for Mrs J James) and Councillor V Thomas.

Staff representatives:

C Broome, J Cooper, A Corp, K Gravell, D Hughes, G Jones, T Jones, G Lister, and C Price.

Officers Present:

J Arkley (Head of People Services), T Jones (Chief Executive), C Llewellyn (Democratic Services Manager – Minutes).

Union representatives:

J Lewis (Unison).

(Virtual Meeting: 13:30 – 14:45)

1. Election of Chair for the meeting

On the proposal of Councillor V Thomas, seconded by Dr R Plummer, it was **resolved** that the Deputy Chair, C Price, take the Chair for the meeting.

2. Apologies

Apologies for absence were received from Mrs J James, Councillor B Price, Councillor C Williams, T Bean, R Hughes, R Lovell, B Rees and D Roberts.

3. Introductions

All those present introduced themselves.

4. Disclosures of interest

It was noted that all Staff Representatives had an interest in item 7, the Pay & Grading Review, however as no decisions were being taken, the Authority's Monitoring Officer had confirmed that individual declarations of interest were not necessary. Dr R Plummer made a general declaration as Welsh Government Independent Panel Member for Public Appointments.

5. Minutes

The minutes of the meeting held on the 10 April 2024 were presented for



confirmation and signature.

It was agreed that the minutes of the meeting held on the 10 April 2024 be confirmed and signed.

6. Action Log

With regards to action 944, the Living Wage Accreditation, the Chief Executive confirmed that although the Authority continued to pay staff the living wage, accreditation had not yet been obtained due to changes in procurement processes and the way this would impact upon contractors. A timeframe was sought regarding the staff recognition consultation (action 976) and the Head of People Services advised that a short survey had been drafted and this would be circulated once the Pay and Grading Review was complete.

Noted.

7. Pay and Grading Review

The Head of People Services presented a report that summarised the Pay and Grading Review process to date. It was highlighted that implementation letters had been distributed to all staff in November 2024, most appeals had been concluded, and the remaining appeals would be concluded by the end of March 2025. A small amount of ancillary work remained to be undertaken including completion of an Equality Impact Assessment and other analysis including gender pay gap. The Chief Executive confirmed that a review of the process would be carried out post implementation to outline lessons learnt.

Looking to the future, a Staff Representative asked how new roles would be assessed. It was confirmed that as the Authority now had a robust system and recognised hierarchy of points in place, new roles would be assessed internally through evaluation with the support of UNISON and a cohort of staff that had been trained appropriately. The UNISON representative highlighted the importance of making staff aware of the re-evaluation process that would be available, and this was noted by the Officer.

A discussion ensued regarding staff feedback, and it was recognised that staff had been frustrated with the length of time taken to carry out the Pay and Grading review but were generally happy with the process and communication about it. It was suggested that an anonymous survey be circulated to allow all staff the opportunity to share feedback on the review. It was suggested that the survey be promoted by Staff Representatives to encourage participation and include other topics such as staff recognition as it had been some time since the last staff survey. It was agreed that a survey be delivered as soon as practical.



A Member queried whether staff continued to be updated regarding the review and the Officer confirmed that updates were communicated to staff via Staff Representatives and Team Leaders.

Noted.

