

EMPLOYMENT AND GENERAL COMMITTEE

Monday, 24th January, 2022

Present:-

Councillor T Murphy (Chair)

Councillor	Simmons	Councillor	K Falconer
Councillor	Brittain	Councillor	Blank
Sandy	HR Partner	Councillor	Davenport
Gillham-Hardy			
Helen Fox	Head of Accountancy and Finance		

*Matters dealt with under the Delegation Scheme

7 **DECLARATIONS OF MEMBERS' AND OFFICERS' INTERESTS RELATING TO ITEMS ON THE AGENDA**

No declarations of interest were received.

8 **APOLOGIES FOR ABSENCE**

There were no apologies for absence.

9 **MINUTES**

RESOLVED –

That the Minutes of the Meeting of the Committee held on 15 November 2021 be approved as a correct record and signed by the Chair.

10 **CALL MONITORING POLICY**

The HR Partner presented a report to the committee on the proposed new Call Monitoring policy which had been produced due to the Council having two systems which recorded external and internal incoming and outgoing calls. All call recordings needed to be managed in line with the Data Protection Act 2018, the UK GDPR and any other related legislation and guidance.

The new policy had been considered and approved at the Employer Trade Union Committee on 13 December 2021.

It was recommended that the new Call Monitoring policy be approved.

RESOLVED –

That the new Call Monitoring policy be approved.

11 WHISTLEBLOWING POLICY

The HR Partner presented a report to the committee on the proposed revised Whistleblowing policy. All council policies were said to be periodically reviewed to ensure they were fit for purpose and continued to reflect the needs of the council and included any necessary changes to legislation and best practice. This policy provided the means for employees to make disclosures where they had serious concerns about any aspect of the council's work.

The proposed policy was submitted to the Employer Trade Union Committee on 13 December 2021 and had been endorsed for submission to the Employment and General Committee.

It was recommended that the revised Whistleblowing policy be approved.

RESOLVED –

That the revised Whistleblowing policy be approved.

12 RECRUITMENT AND SELECTION POLICY

The HR Partner presented a report to the committee on the proposed revised Recruitment and Selection policy. All council employment policies were said to be periodically reviewed to ensure they were fit for purpose and continued to reflect the needs of the council and include any necessary changes to legislation and best practice. A Recruitment and Selection audit report in 2020 had also identified some amendments to the policy.

The proposed policy was submitted to the Employer Trade Union Committee on 13 September 2021 and had been endorsed for submission to the Employment and General Committee.

It was recommended that the revised Recruitment and Selection policy be approved.

RESOLVED –

That the revised Recruitment and Selection policy be approved.

13 CALCULATION OF TAX BASE 2022/23

The Head of Accountancy & Finance presented a report to the committee on the Tax Base calculation for 2022/23.

The Local Authorities (Calculation of Tax Base) Regulations 1992 (as amended) required the Borough Council as Billing authority to calculate the Tax Base for the Borough and the Parishes and to notify the Major Precepting Authorities (Derbyshire County Council and Derbyshire Police Authority), and those Parishes which request it, by 31st January each year.

The overall Tax Base for 2022/23 at 29,858.12 showed an increase of 589.16 or 2.0% on the 2021/22 Tax Base of 29,268.96.

It was recommended that the report for the calculation of the Council's Tax Base for the whole and parts of the area for 2022/23 be approved to fulfil a statutory requirement and to enable the Council Tax to be set later in the financial year.

RESOLVED –

That the Tax Base calculation for 2022/23 be approved.

14 NON-DOMESTIC RATE ESTIMATES FOR 2022/23

The Head of Accountancy & Finance presented a report to the committee on the National Non-Domestic Rates (NNDR) estimates and NNDR1 Return for 2022/23.

It was recommended that the estimated National Non-Domestic Rates estimates as recorded in the NNDR1 Return for 2022/23 be approved to fulfil a statutory requirement to approve the estimated Business Rates income.

RESOLVED –

That the estimated National Non-Domestic Rates estimates as recorded in the NNDR1 Return for 2022/23 be approved subject to any subsequent changes that would be identified before the final submission date of 31st January 2022.

15 MINUTES OF THE EMPLOYER TRADE UNION COMMITTEE

The Minutes of the Employer/Trade Union Committees held on 8 November 2021 and 13 December 2021 were considered.

RESOLVED –

That the Minutes be received and noted.

16 MINUTES OF THE COUNCIL HEALTH AND SAFETY COMMITTEE

The Minutes of the Council Health & Safety Committees held on 30 November 2021 were considered.

RESOLVED –

That the Minutes be received and noted.