

**WEST LINDSEY DISTRICT COUNCIL**

MINUTES of a Meeting of the Joint Staff Consultative Committee held on MS Teams on Thursday, 18 January 2024 commencing at 4.00 pm.

**Members:** Councillor Mrs Jackie Brockway (Chairman)  
Councillor John Barrett  
Councillor Matthew Boles  
Councillor Moira Westley

**Representatives of Union members:** James Deacon (Vice-Chairman)

**Representatives of Non-union staff:** Amy Potts  
Tom Duffield

**In attendance:** Lisa Langdon - Assistant Director - People and Democratic Services  
Michelle Thompson - Senior Human Resources & Organisational Development Officer  
Simon Wright – Locum Democratic Services Officer

**34 MEMBERS' DECLARATION OF INTEREST**

There were no declarations of interest from members at this juncture.

**35 MINUTES**

**RESOLVED** that the minutes of the meeting of the Joint Staff Consultative Committee held on Thursday, 23 November 2023 be approved as a correct record

**36 MATTERS ARISING SCHEDULE**

With no comment, the Matters Arising schedule was **NOTED**.

**37 2023 STAFF SURVEY RESULTS**

Consideration was given to the report of the Director of Corporate Services presenting the results of the 2023 staff survey, which had been sent to all West Lindsey staff.

It was noted that the responses were generally positive but that there had only been just over a 50% response. A number of themes had been

identified through the survey and in particular officer/member relationships, training needs, communication and how to increase participation in the survey were highlighted.

A member emphasised the importance of training and political awareness for both officers and councillors.

Members highlighted the 54% response rate and sought clarification as to how these had been submitted as it was vital to engage with as many staff as possible including those without computer access. In response it was explained that the majority had been online with only a small number via other methods. It was noted that this was the first survey post pandemic and the issue of engagement needed to be addressed. It was suggested that other channels such as text could be used and questions may need revising to allow neutral answers.

Discussion ensued regarding engaging staff in areas such as the depot where it was sometimes difficult to get responses and allowing more free text to allow people to explain their responses if they wished. It was suggested that if particular issues were identified these could be followed up with more detailed surveys. Members acknowledged that making the survey compulsory was not practical but giving incentives such as small prizes and using team meetings were suggested. Members noted that a new officer was in place who would oversee future surveys and look at ways of improving the process.

**RESOLVED:** That the results of the 2023 Staff Survey be noted together with a review of how future staff surveys will be conducted to improve participation and improve the quality of data.

### 38 GENDER PAY GAP REPORT 2023

The report of the Assistant Director of People and Democratic Services on the Council's Gender Pay Gap as at 31 March 2023 was considered.

It was advised that the report had been considered by Management Team who had suggested that the published report should include the gender split of the authority which was Female 56% and Male 44%.

A member raised the issue of career breaks and it was agreed that this could be looked at in more detail to ascertain the current situation and make suggestions on how such a scheme could work.

**RESOLVED:**

- i) That the report be noted for information;
- ii) That the Head of Paid Service sign the report to be published; and
- iii) That the report will be published on the Council's website and reported to [www.gov.uk](http://www.gov.uk) by 30 March 2024.

39 **WORK PLAN**

The Assistant Director People and Democratic Services advised that a number of HR policies were to be reviewed in the coming months and would be added to the workplan as necessary.

With no further comments from Members of the Committee, the Work Plan was **NOTED**.

40 **DATE OF THE NEXT MEETING**

The date and time of the next meeting of the Joint Staff Consultative Committee to be held at 4pm on Thursday, 28 March 2024, was **NOTED**.

The meeting closed at 4.40 pm.

Chairman