

## **CABINET MEMBER (STRATEGIC FINANCE AND RESOURCES)**

24<sup>th</sup> October, 2012

Cabinet Member

Present: - Councillor Duggins

Shadow Cabinet Member

Present: - Councillor Blundell

Employees Present: -

J. Barlow (Customer and Workforce Services Directorate)  
J. McLellan (Customer and Workforce Services Directorate)  
J. Venn (Customer and Workforce Services Directorate)

Observers:-

P.Nearkhou  
K.Townshend

### **Public Business**

#### **27. Apologies**

There were no apologies.

#### **28. Declarations of Interest**

There were no declarations of interest.

#### **29. Minutes**

The minutes of the meeting held on 12<sup>th</sup> September, 2012, and of the Joint Meeting of Cabinet Members (Community Safety and Equalities) and (Strategic Finance and Resources) held on 27<sup>th</sup> September, 2012, were signed as true records.

#### **30. Matters Arising**

There were no matters arising from the Minutes.

#### **31. Final Hospitality Statement for the Mayoralty of Councillor Keiran Mulhall for 2011 - 2012**

The Cabinet Member considered a report of the Director of Customer and Workforce Services which summarised the expenditure in the Lord Mayor's Hospitality Budget for the third and fourth quarter of the Mayoralty of Councillor Keiran Mulhall.

The report indicated that the start year budget for the Mayoralty was £65,596 and total expenditure at year end on 16<sup>th</sup> May, 2012, was £53,318.17, with a return of £12,278 to corporate reserves.

The Cabinet Member and others present at the meeting noted in particular that Councillor Mulhall had raised £10,924 during his Mayoralty for his nominated charities; Coventry Ophthalmology Service, UHCW Charity, Army Benevolent Fund – The Soldiers' Charity and Coventry Children with Special Educational Needs.

**RESOLVED that after due consideration of the report and the matters raised at the meeting:-**

- (1) The Cabinet Member approved the contents of the report which described how the hospitality budget was spent on an event-by-event basis.**
- (2) The Cabinet Member decided, in consultation with the Shadow Cabinet Member, that, in view of the extenuating circumstances which caused the underspend of £12,278 on the Lord Mayor's Hospitality budget, £5,000 be transferred to the Lord Mayor's Charity Appeal.**

**32. Coventry City Council's 2012/13 Report on Workforce Profile Information 2011/2012**

The Cabinet Member considered a report of the Director of Customer and Workforce Services which provided information on the Council's workforce profile for 2011/12. The report enabled the City Council to fulfil its responsibilities under the Equality Act 2010 as set out within the Council's Equality Strategy.

The report set out summary information on employee headcount, full-time equivalent (FTE) and compared the years 2010/11 and 2011/12 on a number of equality measures.

The Cabinet Member noted that the headline workforce profile data for the year 1<sup>st</sup> April, 2011, to 31<sup>st</sup> March, 2012, which was taken from a snapshot of data on 31<sup>st</sup> March, 2012. The detail was included in Appendix 1 to the report. However, this information did not take account of any employees leaving under the ER/VR whose employment ended after 31<sup>st</sup> March, 2012,

The reductions relating to schools were inflated due to 5 secondary schools converting to Academy status in the 2011/12 year and therefore their employees will no longer be included in the analysis contained within future reports.

The report included the following summary equality data:-

- More than half of the Council's workforce was employed on a part-time basis (59.8%)
- The leaver rate for all employees was 20.7% and had increased from that reported last year (12.9% (adjusted)) this included employees leaving within the ER/VR programme
- 77.9% of the workforce was female

- At senior management level (above Grade 10) over half the workforce was female (67.8%)
- Black and Minority Ethnic (BME) representation in the workforce was 12.7%, this was an increase on last year's figure of 12.5%. The Core Council/Schools breakdown was shown in Appendix 1 to the report.
- The number of employees who had declared a disability had decreased to 3.99% from 4.16% (This was an area that was potentially under-reported, with over 23% of the workforce where their disability status was unknown. This under-reporting could hinder the Council's ability to meaningfully address issues for disabled staff and would be addressed through the next employee data gathering exercise). The Core Council/Schools breakdown was detailed in appendix 1 to the report.
- The largest age group (41%) in the Council's workforce was 45-59 years and the representation of young people (16-24) in the Council remained low at 5.7 %.

The information in the report and the statistical information in Appendix 1 to the report would be used to support the City Council's workforce planning objectives over the coming year. An Action Plan detailed in Appendix 2 had also been developed for 2012/13 with the purpose of improving the diversity of the workforce.

**RESOLVED that after due consideration of the report and the matters raised at the meeting, the Cabinet Member noted the workforce profile information contained in the report and approved the Action Plan set out in Appendix 2 of the report.**

### 33. **Outstanding Issues**

There were no outstanding issues.

### 34. **Any other Business**

There were no other items of business.

(Note: the meeting closed: 2.15 p.m.)