

## **COUNCIL FUNCTIONS COMMITTEE**

**13 NOVEMBER 2014**

Present: Councillor M Watkin (Chair)  
Councillor M Hofman (Vice-Chair)  
Councillors J Aron, S Johnson, N Shah and D Walford

Officers: Committee and Scrutiny Support Officer (AG)

### **1 APOLOGIES FOR ABSENCE/ COMMITTEE MEMBERSHIP**

No apologies were received from Councillor Mills.

Apologies were received from the Head of Human Resources.

### **2 DISCLOSURE OF INTERESTS (IF ANY)**

There were no disclosures of interest.

### **3 MINUTES**

The minutes of the meeting held on 27 February 2014 were submitted and signed.

### **4 ANNUAL STATEMENT OF WORKFORCE MONITORING**

The Committee received a report from the Head of Human Resources which detailed the profile of Watford Borough Council's workforce from 1 April 2013 to 31 March 2014.

Watford Borough Council was committed to equality and diversity across the full spectrum of its services and in its role as an employer. The commitment was articulated in its equality objective and associated action plan which identified key actions the council would take to ensure equalities for its workforce and that it reflected the community it served. Watford's commitment went beyond its statutory obligations and reinforced its corporate priority to ensure equality and diversity was at the heart of everything it did.

The Chair introduced the report to the Committee and asked whether there were any questions.

Councillor Shah said that she was a little concerned about the low number of Muslims indicated as being employed by the Council. The Chair explained that

the figure did appear low but the report did not present a full picture due to the limited number of employees disclosing their personal information.

Councillor Johnson commented that he was new to the Committee and asked what role it had in examining the report. The Chair explained that the Committee was responsible for a variety of decisions delegated to it by the Council and that in this context it was to ensure, annually, that an appropriate equalities policy was in place.

Councillor Johnson asked how confidential was the process of employees and job applicants providing their personal information. The Chair requested that the Head of Human Resources provide information to the Committee on this issue.

**ACTION – Head of Human Resources**

Councillor Aron questioned whether sexual orientation data should be requested from employees and job applicants. The Chair explained that this information was sought as it was a protected characteristic under equalities legislation.

The Chair asked whether the Committee was content with the concluding section of the report entitled 'The Way Forward'. There was agreement that the items contained therein were all appropriate. The Chair commented that the strategy of exploring apprenticeships as a way of facilitating opportunities for young people in the Council was extremely positive.

On the basis that there was nothing negative in the report or any matters to cause concern, the Chair asked that the report be noted by the Committee. This was agreed.

**RESOLVED –**

that the Workforce Monitoring Report be noted.

Chair

The Meeting started at 7.00 pm  
and finished at 7.09 pm