



Minutes

Meeting **PERSONNEL COMMITTEE**

Date **Thursday 21st July 2016 (commencing at 10.30am)**

Membership

Persons absent are marked with an 'A'

COUNCILLORS

Sheila Place (Chairman)
Nicki Brooks (Vice Chairman)

A	John Cottee	
	Maureen Dobson	Rachel Madden
	Glynn Gilfoyle	Yvonne Woodhead
	John Ogle	
	Tony Roberts MBE	

OFFICERS IN ATTENDANCE

Rosie Bartram	Unison
Julie Brailsford	Assistant Democratic Services Officer
Gill Elder	Group Manager HR
Helen Fifoot	Team Manager Schools Catering
Claire Gollin	Group Manager HR
Shane Grayson	Group Manager Catering & Facilities
Adam Jankiowskyj	Customer Service Centre Senior Advisor
James Minto	Unison
John Nilan	Team Manager Health & Safety
Pearce Whetton	Trainee Health & Safety Advisor
Helen Richardson	Senior Business Partner, Workforce Planning and Organisational Development
Marje Toward	Service Director, HR and Customer Service

MINUTES OF THE LAST MEETING

The minutes of the meeting held on 25th May 2016, having been circulated to all Members, were taken as read and were confirmed and signed by the Chairman.

APOLOGIES FOR ABSENCE

Apologies were received from Councillor Maureen Dobson (other reason).

MEMBERSHIP

It was reported that Councillor Gilfoyle had been appointed in place of Councillor Darren Langton and Councillor John Cottey had been appointed in place of Councillor Liz Yates for this meeting only.

DECLARATIONS OF INTEREST

There were no declarations of interest.

AWARDS

The Chairman of the committee, Councillor Sheila Place, presented awards that had been won at the 8th annual ProStart awards ceremony. The County Councils apprenticeship scheme had won two awards in recognition of its success. Pearce Whetton, a trainee Health and Safety Officer collected the Advanced Apprentice of the Year award and Adam Jankiowskyj, a senior customer service advisor at the Customer Service Centre collected the award for Apprentice Employer of the Year on behalf of the County Council.

WORKFORCE PLANNING – UPDATE ON WORK BASED LEARNING OPPORTUNITIES FOR YOUNG PEOPLE WITH NOTTINGHAMSHIRE COUNTY COUNCIL

RESOLVED 2016/10

1. To note the achievements and focus to date of the Councils current work based learning initiatives.
2. To note the proposals for further developments of the schemes involved to ensure improved alignment with the Council's workforce planning priorities and to maximise the use of the Apprentice Levy to meet Public Sector Duty with effect from April 2017.
3. To agree to receive further annual update reports, the next one due in July 2017.

DEVELOPING A COACHING CULTURE IN NOTTINGHAMSHIRE COUNTY COUNCIL

RESOLVED 2016/11

1. To note the achievement of the Council in the recognition by the recognised professional body for HR and people development for the quality and content of its in-house Coaching Programme at national level.

SUPPORT FOR THE 'DYING TO WORK' CAMPAIGN

RESOLVED 2016/12

1. To support the signing of the voluntary charter to promote the positive treatment of employees with a diagnosis of terminal illness.
2. To note the ongoing work of the task and finish group to develop additional management guidance and training to enable them to continue to support their team members who are terminally ill.

NCC WORKFORCE PROFILE INFORMATION 2016

RESOLVED 2016/13

1. To note the information contained within the report.
2. To note the actions for improvement.
3. To approve the publication of the Workforce Information Report 2016 on the Council's public website.

OPERATIONAL REPORT – SCHOOLS & ACADEMIES, CATERING & FACILITIES MANAGEMENT SERVICES

RESOLVED 2016/14

To note the content of the report.

WORK PROGRAMME

RESOLVED 2016/15

That the Committee's work programme be noted.

The meeting closed at 11.30AM.

CHAIRMAN

21ST July 2016