

## minutes

Meeting      **PERSONNEL COMMITTEE**

Date          Wednesday 23 January 2013 at 2.00pm

### **membership**

Persons absent are marked with 'A'

### **COUNCILLORS**

Andy Stewart (Chair)

Michelle Gent (Vice-Chair)    A

John Allin  
Dobson

Sybil Fielding

Kevin Rostance  
Mel Shepherd MBE

June Stendall    A  
Lynn Sykes

Vincent

### **OFFICERS IN ATTENDANCE**

Gill Elder – Service Head, Human Resources

Keith Ford – Senior Governance Officer

Claire Gollin – Group Manager, Human Resources

Mark Herring – Team Manager, Facilities Management

Peter Roddis – Health and Safety Manager

Mandy Steel – Group Manager, Human Resources

Marjorie Toward, Service Director - Human Resources and Customer Service

Martin Sleath – Branch Secretary, Unison

Pete Watson - Unison

### **MINUTES**

The minutes of the last meeting of the Committee held on 7 November 2012, having been circulated to all Members, were taken as read and were confirmed and signed by the Chair.

## **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Gent and Stendall (both apologies submitted: medical / illness).

## **DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS**

Marjorie Toward, Gill Elder, Claire Gollin, Peter Roddis and Mandy Steel declared private interests in agenda item 4 – Revised Staffing Structure for Human Resources, as officers within that staffing structure, which did not preclude them from participating in that agenda item.

## **REVISED STAFFING STRUCTURE FOR HUMAN RESOURCES**

### **RESOLVED 2013/001**

That the revised staffing structure set out in Appendix A to the committee report be approved for implementation from 1 April 2013.

## **NOTTINGHAMSHIRE COUNTY COUNCIL'S PAY POLICY STATEMENT 2013-14**

### **RESOLVED 2013/002**

That the draft Pay Policy Statement, as appended to the Committee report, be submitted to Full Council for approval.

## **UPDATE ON THE IMPLEMENTATION OF JOB EVALUATION**

### **RESOLVED 2013/003**

- 1) That the completion of the implementation of job evaluation for centrally employed and school based support staff, with a minimum of disruption to the services provided by the County Council and to schools, be noted.
- 2) That the contribution of the recognised trade unions in this process be acknowledged and their contribution to the successful implementation of the job evaluation scheme be noted.

## **PROPOSED CHANGE TO THE PROCUREMENT OF AGENCY WORKERS**

### **RESOLVED 2013/004**

That the alteration of the current arrangements for procuring agency workers be endorsed and the commencement of the procurement exercise to identify a Managed

Service Provider which would involve key stakeholders in the tendering process be noted.

### **WORKFORCE INFORMATION 2012**

#### **RESOLVED 2013/005**

That the Workforce Information Report 2012 be approved for publication.

### **ANNUAL HEALTH AND SAFETY REVIEW 2011/12**

#### **RESOLVED 2013/006**

That the key findings of the report and the action being taken by the County Council to address the key areas of risk be noted.

### **PERFORMANCE REPORT – FACILITIES MANAGEMENT SERVICE**

#### **RESOLVED 2013/007**

That the report be noted.

### **WORK PROGRAMME**

#### **RESOLVED 2013/008**

That the Committee's work programme be noted.

The meeting closed at 3.07 pm.

**CHAIR**

M\_23Jan13