



## **Minutes**

Meeting	PERSONNEL COMMITTEE
Date	Wednesday 20 January 2021 (commencing at 10.33am)

### **Membership**

Persons absent are marked with an 'A'

### **COUNCILLORS**

Neil Clarke MBE (Chairman)

A Keith Walker (Vice-Chairman)

Maureen Dobson

Errol Henry JP

John Longdon

Sheila Place

A Helen-Ann Smith

Stuart Wallace

Gordon Wheeler

Jonathan Wheeler

Yvonne Woodhead

### **SUBSTITUTE MEMBERS**

Councillor Richard Butler for Councillor Keith Walker and Councillor Rachel Madden for Councillor Helen-Ann Smith

### **OFFICERS IN ATTENDANCE**

Sarah Ashton	Democratic Services Officer
Marjorie Toward	Service Director – Customers, Governance and Employees
Gill Elder	Head of Human Resources
Lynsey Woolmore	Acting HR, Workforce and Organisational Development Senior Business Partner
Michelle Richardson	HR Business Partner, Senior Practitioner
Adrian McKiernan	HR Workforce and Organisational Development Business Partner
Sid Basu	NCC Graduate Trainee
Emma Branston	NCC Graduate Trainee
Megan Malloy	NCC Graduate Trainee
Aidan La Mola	NCC Graduate Trainee

### **TRADE UNION IN ATTENDANCE**

Adana Godden	GMB
Adrian Morgan	UNISON
Cheryl Pidgeon	Unite

## **1. MINUTES OF THE LAST MEETING**

The minutes of the meeting held on 18 November 2020, having been circulated to all Members, were taken as read and confirmed and signed by the Chairman.

## **2. APOLOGIES FOR ABSENCE**

The following apology for absence was received:

- Councillor Helen-Ann Smith (Medical)
- Councillor Keith Walker (other, ICT issues)

## **3. DECLARATIONS OF INTEREST**

None.

## **4. NOTTINGHAMSHIRE COUNTY COUNCIL'S CORPORATE EQUALITIES ACTION PLAN**

### **RESOLVED 2021/01**

- 1) That the action plan (Appendix 1 of the report) is published on the Council's intranet, be approved.
- 2) That the Committee agreed to the inclusion of new actions as and when they are identified.
- 3) That the Committee agreed to receive an update on progress including feedback from the employees' engagement meetings, and to review the status of various actions to Committee on 30 June 2021.

## **5. UPDATE REPORT ON ACTIONS TO SUPPORT THE COUNCIL'S BLACK WORKFORCE**

### **RESOLVED 2021/02**

- 1) That any additional actions identified for inclusion in the Equalities (Support for Black Employees) Action Plan be approved. That the Committee agreed to receive an update on further progress made towards meeting the identified actions to Committee on 30 June 2021.

## **6. GENDER PAY GAP**

## **RESOLVED 2021/03**

- 1) That the publication of the required gender pay gap information on the public website be approved.
- 2) That the Committee agree to receive an annual update to identify ongoing actions and the impact towards closing the gender pay gap within the Council.

## **7. WORK PLACEMENTS AND JOB OPPORTUNITIES FOR YOUNG PEOPLE – KICKSTART PROGRAMME AND GRADUATE TRAINEE SCHEME**

### **RESOLVED 2021/04**

- 1) That the Committee agreed to the development of a Kickstart Programme to be delivery across the Council.
- 2) That the Committee agreed to Nottinghamshire County Council becoming a registered Gateway Organisation for other local employers.
- 3) That the Committee agree to receive an update report on the Kickstart Scheme in six months' time and that this would be added to the Committees Work Programme.
- 4) That the Committee agreed to congratulate all NCC Graduates and to recognise the work the graduates were undertaking on behalf of the County Council. The Committee found it rewarding to see the results and found the four presentations very stimulating and informative. The Committee would also like to thank the managerial staff who are supporting the graduates in their roles and to thank them for the time they take to develop the graduate's skills as they start out on their careers.

## **8. UPDATE ON REVIEW OF FLEXIBLE WORKING**

### **RESOLVED 2021/05**

- 1) That the Committee recognises the achievement of securing accreditation as a Timewise employer.
- 2) That the Committee agreed to the continued work to further explore how the Council can maximise the positive outcomes provided by flexible working opportunities.
- 3) That the Committee agreed to the outcome of the Timewise accreditation submission being appropriately communicated to our existing workforce and to utilise the Timewise emblem in future recruitment advertisements.

- 4) That the Committee agreed to thank and congratulate NCC employees for their continued efforts in supporting the people and communities of Nottinghamshire.

## **9. WORK PROGRAMME**

### **RESOLVED 2021/06**

That the work programme be updated according to recommendations made during this meeting. That the Health & Safety ISO45001 update and an Employment Engagement report be added to March 2021 meeting. That the work programme be approved with these additions.

The meeting closed at 12.25pm.

**CHAIRMAN**