



## **Minutes**

Meeting **PERSONNEL COMMITTEE**

Date **Wednesday 30 January 2019 (commencing at 10.30am)**

### **Membership**

Persons absent are marked with an 'A'

### **COUNCILLORS**

Neil Clarke MBE (Chairman)

Richard Butler  
Maureen Dobson  
Errol Henry JP  
Rachel Madden  
John Ogle

John Longdon  
Sheila Place  
Steve Vickers  
Jonathan Wheeler  
Yvonne Woodhead

### **OFFICERS IN ATTENDANCE**

Sarah Ashton	Democratic Services Officer
Marjorie Toward	Service Director – Customers, Governance and Employees
Gill Elder	Group Manager – HR
Helen Richardson	Senior Business Manager - WPOD
Sarah Stevenson	Group Manager for Business Services Centre

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

The minutes of the meeting held on 28 November 2018, having been circulated to all Members, were taken as read and confirmed and signed by the Chairman.

### **2. APOLOGIES FOR ABSENCE**

None

Membership changes:

Councillor John Longdon replaced Councillor Keith Walker for this meeting only. Councillor Richard Butler replaced Councillor Gordon Wheeler for this meeting only and Councillor Rachel Madden replaced Councillor Helen-Ann Smith for this meeting only.

### **3. DECLARATIONS OF INTEREST**

None.

### **4. WORKPLACE BUDDY SCHEME - UPDATE**

#### **RESOLVED 2019/01**

- 1) That the Workplace Buddy Scheme and communication to employees to promote the developing scheme be approved.
- 2) That the Committee agrees to receives a further report in six months' time on the wider support provision including the Workplace Buddy Scheme.

### **5. GENDER PAY GAP - UPDATE**

#### **RESOLVED 2019/02**

- 1) That the publication on the public website of the Gender Pay Gap information as set out in appendix 1 be approved.
- 2) That the action plan in appendix 2 be agreed, and that this be discussed further at Corporate Equalities Group.
- 3) That the Committee agrees to receives an annual report on the progress reference to closing the gender pay gap within the Council.

### **6. BUSINESS SERVICES CENTRE PROPOSALS FOR DELIVERY OF SAVINGS FROM 1 APRIL 2019**

#### **RESOLVED 2019/03**

That the deletion of the following posts at the Business Services Centre from 1 April 2019 to deliver a further savings of £152,372, be approved

- 1 Senior Practitioner Organisational and Position Management
- 1 BSC Account Manager
- 2 BSC Account Manager

## **7. LEADERSHIP DEVELOPMENT PROGRAMME - UPDATE**

### **RESOLVED 2019/04**

- 1) That the use of the Apprenticeship Levy to fund the proposed leadership and management qualifications element of the leadership development programme, be approved.
- 2) That the Committee agrees to receive further information on progress being made with the programme in six months' time.

## **8. WORK PROGRAMME**

### **RESOLVED 2019/05**

That more dates to be added to the work programme once the 2019/2020 diary had been approved and a brief update in the May meeting regarding the Apprenticeship Levy if there are changes to the National position, be accepted.

The meeting closed at 11.17am.

**CHAIRMAN**