

Meeting	PERSONNEL COMMITTEE
Date	Wednesday 21 <sup>st</sup> January 2015 (commencing at 2.00 pm)

**Membership**

Persons absent are marked with an 'A'

**COUNCILLORS**

Sheila Place (Chairman)  
Nicki Brooks (Vice Chairman)

	Maureen Dobson	Tony Roberts MBE
	Darren Langton	Liz Yates
	John Ogle	Yvonne Woodhead
A	Ken Rigby	

**OFFICERS IN ATTENDANCE**

Julie Brailsford – Assistant Democratic Services Officer  
Gill Elder – Group Manager, HR  
Helen Fifoot – Team Manager, Schools Catering  
Claire Gollin – Group Manager, HR  
Mark Herring – Team Manager, Facilities Management  
Jas Hundal – Service Director Transport, Property and Environment  
John Nilan – Team Manager, Health & Safety, HR  
Kate Revell – Group Manager, Quality & Marketing Management, ASCH&PP  
Helen Richardson – Senior Business Partner, HR  
Martin Sleath – Branch Secretary, Unison  
Marje Toward – Service Director, HR and Customer Service

**MINUTES OF THE LAST MEETING**

The minutes of the meeting held on 26<sup>th</sup> November 2014, 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 Ken Rigby (other)

## **DECLARATIONS OF INTEREST**

There were no declarations of interest.

The Chairman agreed to change the order of the agenda at the request of a presenting officer.

## **TRADING SERVICES: SCHOOL MEAL PRICES 2015/2016 AND BUILDING CLEANING CHARGES FOR 2015/17**

### **RESOLVED 2015/001**

To defer the item to a future meeting.

NB. Subsequent to the meeting it was decided to take the item to Policy committee on Wednesday 11<sup>th</sup> February 2015.

## **OPERATIONAL REPORT – FACILITIES MANAGEMENT SERVICES**

### **RESOLVED 2015/002**

To note the content of the report

## **HEALTH AND SAFETY MANAGEMENT REVIEW AND ACTION PLAN**

### **RESOLVED 2015/003**

To note the 2013-14 Management Review Summary and the 2014-15 Corporate Health and Safety Action Plan.

## **SERVICE REMODELLING – WORKFORCE PLANNING AND ORGANISATIONAL DEVELOPMENT**

### **RESOLVED 2015/004**

To note the revised Workforce Planning and Organisational Development service model and agree the revised staffing structure as set out in the appendix to the report.

## **IMPLEMENTATION OF NEW LEARNING SYSTEMS**

### **RESOLVED 2015/005**

To note the information contained in the report and presentation.

## **FURTHER TEMPORARY EXTENSION OF AVAILABLE FUNDING – OPTIMUM WORKFORCE LEADERSHIP**

### **RESOLVED 2015/006**

1. To agree the fixed term extension of the current service model, funded by the carry forward of the funding in reserve, up to 31<sup>st</sup> March 2016 in order to enable an entirely income generating service to be trialled.
2. To agree the continuation of the current staffing establishment to deliver this work until 31<sup>st</sup> March 2016 to include:
  - Team manager Band D (1 fte)
  - Workforce Planning Officer Band A (0.7 fte)
  - Administrative officer Grade % (1fte)

## **WORK PROGRAMME**

### **RESOLVED 2015/006**

That the Committee's work programme be noted.

The meeting closed at 3.55pm

### **CHAIRMAN**

21<sup>ST</sup> January 2015