



Minutes

Meeting PERSONNEL COMMITTEE

Date Wednesday 7 March 2018 (commencing at 2.00pm)

Membership

Persons absent are marked with an 'A'

COUNCILLORS

Neil Clarke MBE (Chairman)
Keith Walker (Vice Chairman)

Jim Creamer
Maureen Dobson
Boyd Elliott
Keith Girling

Sheila Place
Helen-Ann Smith
Steve Vickers
Jonathan Wheeler
Yvonne Woodhead

OFFICERS IN ATTENDANCE

Sarah Ashton	Democratic Services Officer
Marjorie Toward	Service Director - Customers and HR
Gill Elder	Group Manager - HR
Claire Gollin	Group Manager - HR
Sarah Stevenson	Group Manager – Business Support Centre
Adrian McKiernan	Business Partner, Workforce Planning and Organisational Development

1. MINUTES OF THE LAST MEETING

The minutes of the meeting held on 31 January 2018, having been circulated to all Members, were taken as read and confirmed and signed by the Chairman.

2. APOLOGIES FOR ABSENCE

No apologies

Membership changes:

Councillor Steve Vickers replaced Councillor John Handley for this meeting only, Councillor Keith Girling replaced Councillor John Ogle for this meeting

only and Councillor Jim Creamer replaced Councillor Errol Hendry for this meeting only.

3. DECLARATIONS OF INTEREST

None.

4. PROPOSED CHANGES TO THE COUNCIL'S GRADUATE DEVELOPMENT PROGRAMME

RESOLVED 2018/07

- 1) To approve the establishment of a new graduate development scheme as set out in the report.
- 2) To agree to receive a further report in 6 months' time reviewing the progress of operating the new scheme.

5. DISABILITY CONFIDENT SCHEME

RESOLVED 2018/08

- 1) To approve the undertaking of the self-assessment process with the aim of becoming a recognised and accredited Disability Confident employer by November 2018.
- 2) To agree to receive a further report on the outcome of the self-assessment and action plan on the steps required to achieve the next level of accreditation.

6. GENDER PAY GAP REPORTING

RESOLVED 2018/09

- 1) To approve the publication of the Council's Gender Pay Gap information on the Council's public website and the designated Government website in compliance with the Council's statutory public sector duty.
- 2) To approve the actions to reduce the Council's Gender Pay Gap as set out in the report.
- 3) To agree to receive an annual report setting out the situation at future "snapshot dates", to recommend actions in order to monitor and drive progress.

7. SICKNESS ABSENCE PERFORMANCE TRENDS AND ACTION FOR IMPROVEMENT

RESOLVED 2018/10

To approve the additional actions set out in the report to continue to progress toward the achievement of the Council's in year target of 7.00 days absence per full time employee.

8. STAFFING RESOURCES FOR GUARANTEED MINIMUM PENSION PROJECT

RESOLVED 2018/11

To approve the establishment of a temporary post of Project Manager, Band B, until 31st March 2019, subject to confirmation at the meeting on 8th March 2018 of the Nottinghamshire Pensions Fund Committee that the post will be funded by the Pension Fund.

9. WORK PROGRAMME

RESOLVED 2018/12

Members agreed to change the following items on the work programme:

- Careers Outreach Events. (April 2018)
- Health and Safety - Progress on Actions. (May 2018)

The meeting closed at 2.50pm.

CHAIRMAN