



Minutes

Meeting	PERSONNEL COMMITTEE
Date	Monday 3rd July 2017 (commencing at 10.30am)

Membership

Persons absent are marked with an 'A'

COUNCILLORS

	Neil Clarke MBE (Chairman)	
	Keith Walker (Vice Chairman)	
Maureen Dobson		Helen-Ann Smith
Boyd Elliot		Sheila Place
Tony Harper		Francis Purdue-Horan
Errol Henry JP		Yvonne Woodhead
John Ogle		

OFFICERS IN ATTENDANCE

Sarah Ashton	Assistant Democratic Services Officer
Julie Brailsford	Assistant Democratic Services Officer
Claire Gollin	Group Manager HR and Customer Services
John Nilan	Team Manager HR and Customer Services
Marje Toward	Service Director HR and Customer Service

MINUTES OF THE LAST MEETING

The minutes of the meeting held on 29th March 2017, having been circulated to all Members, were taken as read and confirmed and signed by the Chairman.

TERMS OF REFERENCE AND MEMBERSHIP

RESOLVED 2017/04

To note the committee's membership and terms of reference subject to clarification of paragraph 4.

APOLOGIES FOR ABSENCE

No apologise for absence were received.

MEMBERSHIP

It was reported that Councillor Tony Harper had been appointed in place of Councillor John Handley and Councillor Francis Purdue-Horan had been appointed in place of Councillor Jonathan Wheeler.

DECLARATIONS OF INTEREST

There were no declarations of interest.

HEALTH AND SAFETY REVIEW AND ACTION PLAN 2017/18

RESOLVED 2017/05

To approve the 2017-18 Health and Safety Action Plan contained within Appendix A to the report.

EMPLOYEE HEALTH AND WELLBEING AND SICKNESS ABSENCE PERFORMANCE UPDATE AS AT 31ST MARCH 2017

RESOLVED 2017/06

1. To note the current level of performance in respect of sickness absence and agreed to continue to receive regular quarterly update reports.
2. To agree the Employee Health and Wellbeing Action Plan 2017-18 in Appendix D to the report to ensure continued progress towards the previously agreed target of an average of 7 days absence per fte.

NOTTINGHAMSHIRE COUNTY COUNCIL WORKFORCE PLANNING INFORMATION AS AT 31ST MARCH 2017

RESOLVED 2017/07

1. To note the updated workforce planning information and trends identified within the report and that they will be used to develop the Council's revised Workforce Strategy and underpin the Workforce Plan and that these would be the subjects of a future report to the committee.
2. To agree that the future scope and format of the report would be reviewed to reflect the Council's future reporting requirements as set out in the new Planning and Performance Framework agreed by Policy Committee.

WORK PROGRAMME

RESOLVED 2017/08

That the Committee's work programme be noted.

The meeting closed at 12.02am.

CHAIRMAN

3rd July 2017