



## Minutes

Meeting	PERSONNEL COMMITTEE
Date	Wednesday 3 November 2021 (commencing at 2.00pm)

### Membership

Persons absent are marked with an 'A'

### COUNCILLORS

Gordon Wheeler (Chairman)  
Jonathan Wheeler (Vice-Chairman)

Callum Bailey	Johno Lee
<b>A</b> Maureen Dobson	Sheila Place <b>A</b>
Bethan Eddy	Helen-Ann Smith <b>A</b>
Errol Henry JP	Elizabeth Williamson
Richard Jackson	

### SUBSTITUTE MEMBERS

Councillor Jim Creamer for Councillor Sheila Place  
Councillor Francis Purdue-Horan 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
John Nilan	Team Manager, Health and Safety
Adrian McKiernan	Business Partner  HR, Workforce and Organisational Development
Iris Peel	Group Manager Living Well Mansfield and Ashfield
M Kinaeva	Personal Assistant to Iris Peel
Martin Harris	Senior Commissioning Officer (CHC)
Daisy Godwa	Personal Assistant to Martin Harris
Abi Burgoyne	Graduate Trainee
Abbie Teale	Graduate Trainee
Aislinn Forrest	Graduate Trainee
Alex Rainbow	Graduate Trainee
Bryony Adshead	Graduate Trainee
Christine Milne	Graduate Trainee
Emily Adkin	Graduate Trainee
Jade Daft	Graduate Trainee

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

The minutes of the last meeting held on 15 September 2021, having been circulated to all Members, were taken as read and were confirmed and were signed by the Chair.

## **2. APOLOGIES FOR ABSENCE**

The following apologies of absence were received:

- Councillor Maureen Dobson (Other)
- Councillor Sheila Place (Medical)
- Councillor Helen-Ann Smith (Other)

## **3. DECLARATIONS OF INTEREST**

None.

## **4. DISABILITY CONFIDENT LEADER ACCREDITATION**

### **RESOLVED 2021/29**

- 1) That the Committee agrees to continue the support to identify actions to maintain NCC's position as a Disability Confident Leader.
- 2) That the Committee acknowledge and congratulate colleagues in the HR, Workforce & Organisational Development Team, the Disabled Employee Support Network and all those who contributed towards the evidence submitted to the Department of Work and Pensions as part of the accreditation process.

## **5. PROGRESS REPORT REGARDING THE COUNCIL'S GRADUATE DEVELOPMENT PROGRAMME**

### **RESOLVED 2021/30**

- 1) That the Committee agrees to the continuation of the in-house graduate scheme for 2022.
- 2) That Committee approves the establishment of two additional graduate trainee posts that brings the total for this year's cohort to eight to be funded from contingency.
- 3) That the Committee commends the success of the Graduate Trainee Programme to date and agree to receive a further update report in November 2022.

## **6. EMPLOYEE RECOGNITION**

### **RESOLVED 2021/31**

- 1) That the Committee agrees to the organising of a series of events hosted by the Chairman and involving elected members of this and other relevant Committees.
- 2) That the Committee agrees to the development of a longer-term recognition scheme including an annual award ceremony.
- 3) That the Committee agrees to the expansion and amendment of the current Long Service Award scheme.

## **7. DOMESTIC VIOLENCE CHARTER**

### **RESOLVED 2021/32**

- 1) That the Committee agrees to sign the Work to Stop Domestic Abuse Charter and to any required actions to meet the associated pledge.
- 2) That the Committee agrees to undertake a review of the Council's existing policy, management guidance and training around supporting people experiencing domestic abuse to ensure its currency and fitness for purpose.

## **8. ELECTED MEMBERS PERSONAL SAFETY**

### **RESOLVED 2021/33**

- 1) That the Committee considered the actions taken to date as set out in the Action Plan in Appendix 1 and agreed there were no additional actions currently required.
- 2) That the Committee receive an update on progress to be contained within the next Health and Safety update report to this Committee.

## **9. WORK PROGRAMME**

### **RESOLVED 2021/34**

That the Work Programme be updated to reflect members' requests.

The meeting closed at 3.43pm

**CHAIRMAN**