



Minutes

Meeting	PERSONNEL COMMITTEE
Date	Wednesday 18 November 2020 (commencing at 10.30am)

Membership

Persons absent are marked with an 'A'

COUNCILLORS

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

Maureen Dobson	A	Stuart Wallace
Errol Henry JP		Gordon Wheeler
John Longdon		Jonathan Wheeler
Sheila Place		Yvonne Woodhead
Helen-Ann Smith		

SUBSTITUTE MEMBERS

Councillor Richard Butler for Councillor Stuart Wallace

OFFICERS IN ATTENDANCE

Sarah Ashton	Democratic Services Officer
Marjorie Toward	Service Director – Customers, Governance and Employees
Gill Elder	Head of Human Resources
Lynsey Woolmore	Acting HR, Workforce and Organisational Development Senior Business Partner
John Nilan	Team Manager Health & Safety

TRADE UNION IN ATTENDANCE

Karen Eddy	UNISON
James Minto	UNISON
Adrian Morgan	UNISON

1. MINUTES OF THE LAST MEETING

The minutes of the meeting held on 16 September 2020, having been circulated to all Members, were taken as read and confirmed and signed by the Chairman.

2. APOLOGIES FOR ABSENCE

The following apology for absence was received:

- Councillor Stuart Wallace (other NCC business)

3. DECLARATIONS OF INTEREST

None.

4. HEALTH AND SAFETY SIX MONTHLY UPDATE

RESOLVED 2020/20

- 1) That the Committee acknowledged and thanked the Health and Safety team for their work supporting the Covid-19 pandemic.
- 2) That the Committee agreed that the lessons learnt as set out in Appendix 1 be used to develop the Council's response during the second phase of the pandemic.
- 3) That the Committee agreed to receive a further Health and Safety update in six months or sooner if appropriate.

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

RESOLVED 2020/21

- 1) That the Committee agree that the in-house graduate scheme for 2021 continues. That the establishment of two additional graduate trainees post Approve the establishment of two additional graduate trainee posts to be funded from contingency be approved That the Committee agreed a report be presented to Finance and Major Contracts Management Committee to seek approval of allocations of funding from contingency of £19,000 in 2020/21, £77,000 in 2021/22 and £58,000 in 2022/23. That the Committee agreed to receive a further update report in 12 months' time.

6. NOTTINGHAMSHIRE COUNTY COUNCIL APPRENTICESHIP UPDATE

RESOLVED 2020/22

- 1) That the Committee agreed to undertake further work be undertaken to sustain and grow the Council's corporate commitment, as a good employer, to providing placements for Apprentices across the authority.
- 2) That the Committee agreed to transfer the unspent Apprenticeship Levy allowance to support Nottinghamshire businesses and residents, in particularly those identified priority groups.
- 3) That the Committee agreed to receive a further update report on the Apprenticeship Levy in six months' time.
- 4) That the Committee agreed to a report on the 'Kickstart' Scheme be added to the Committee's work programme

7. NOTTINGHAMSHIRE COUNTY COUNCIL WORKFORCE AVAILABILITY AND SUPPORT TO MAINTAIN EMPLOYEE HEALTH AND WELLBEING

RESOLVED 2020/23

- 1) That the Committee agreed to the work to deliver the identified actions in the Employee Health and Well-being Action Plan and the inclusion of any additions arising from the relevant workstream of the Workforce Resilience and Recovery Group.
- 2) That the Committee agreed to receive a report providing information on 2020/21 quarter 3 absence figures and workforce availability at the March 2021 committee meeting.

8. WORKFORCE RESILIENCE AND RECOVERY STRATEGY AND ACTION PLAN – AUTUMN 2020 TO SEPTEMBER 2021

RESOLVED 2020/24

- 1) That the Workforce Resilience and Recovery Strategy and associated Action Plan (Appendix A) be approved, and agreed the identified actions being progressed to facilitate its implementation.
- 2) That the Committee agreed to receive a further report on the delivery of the actions associated with implementing the strategy at Personnel Committee in March 2021.

9. WORK PROGRAMME

RESOLVED 2020/25

That the work programme be updated according to recommendations made during this meeting. That the 'Kickstart' scheme report be added to January 2021 and that a Customer Services Centre report be added to March 2021. The work programme be approved with these additions.

The meeting closed at 12.34pm.

CHAIRMAN