Nottinghamshire County Council

minutes

Meeting	PERSONNEL COMMITTEE
Date	Wednesday 6 November 2013 (commencing at 10.30 am)

Membership
Persons absent are marked with an 'A'

COUNCILLORS

Sheila Place (Chairman)
Nikki Brooks (Vice-Chairman)

	Steve Carroll	Tony Roberts MBE
	John Ogle	John Wilkinson
A	Ken Rigby	Liz Yates

OFFICERS IN ATTENDANCE

Sara Allmond – Democratic Services Officer
Beverley Cordon – Senior HR Business Partner, Occupational Health
Gill Elder – Group Manager, Human Resources
Claire Gollin – Group Manager, Human Resources
Mark Herring – Team Manager, Facilities Management, Environment & Resources
Jas Hundall – Service Director, Environment & Resources
Kevin McKay – Group Manager, Environment and Resources
John Nilan – Acting Team Manager, Health and Safety
Ashleigh Quinn - NGDP
Marje Toward – Service Director, Human Resources
James Silveston – Catering & Cleaning Operations Manager, Environment & Resources

Mark Howard - Unison
Martin Sleath – Branch Secretary, Unison

COMMITTEE MEMBERSHIP

Councillor Steve Carroll had been appointed in place of Councillor John Wilmott for this meeting only.

MINUTES OF THE LAST MEETING

The minutes of the meeting held on 11th September 2013, having been circulated to all Members, were taken as read and were confirmed and signed by the Chairman.

APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Ken Rigby (medical/illness)

DECLARATIONS OF INTEREST

There were no declarations of interest.

WORKFORCE INFORMATION 2013

Marje Toward, Service Director HR and Customer Service presented the report providing the Committee with an updated summary of the profile of the workforce for Nottinghamshire County Council.

RESOLVED 2013/022

(1) That the information contained within the report and approved the publication of the Workforce Information Report 2013 be noted.

(2) That the priorities for improvement to be reflected in the Council's new Workforce Strategy.

WORKFORCE PLANNING – WORK EXPERIENCE AND WORKBASED LEARNING OPPORTUNITIES IN NOTTINGHAMSHIRE COUNTY COUNCIL

An update was provided by Marje Toward regarding the range of work related learning and experiential opportunities and an analysis of participation and outcomes to date.

RESOLVED 2013/023

(1) Members noted the progress that has been made to date in developing a breadth of work related learning opportunities at the County Council and the positive comments made by those involved with the scheme.

(2) Members supported the future development of work experience opportunities for young people and other unemployed people within the County as part of the Council's wider Workforce Strategy.

SICKNESS ABSENCE PERFORMANCE AS AT 30 SEPTEMBER 2013

RESOLVED 2013/024

The on-going trend of continuous improvement and the current level of performance in respect of sickness absence levels be noted.

REVISED CORPORATE HEALTH AND SAFETY POLICY STATEMENT

Marje Toward presented the report regarding the revised Corporate Health and Safety Policy.

RESOLVED 2013/025

That the revised Health and Safety Policy be agreed.

VACANCY CONTROL – IMPACT ON THE WORKFORCE

RESOLVED 2013/026

(1) That the contents of the report and the impact on the profile of the Council's workforce be noted.

(2) That the Committee receives future vacancy control update reports on a quarterly basis.

(3) That an update on the use of agency workers be received at the next Committee meeting.

PERFORMANCE REPORT – CATERING AND FACILITIES MANAGEMENT SERVICES

Kevin McKay, Group Manager, Catering & Facilities Management presented the report on the performance of the Environment and Resources Department Facilities Management Services.

RESOLVED 2013/027

That the Committee noted the contents of the report and that financial performance across Facilities Management meet the financial targets set for the period.

WORK PROGRAMME

A revised work programme was circulated to all Members.

RESOLVED 2013/028

That the Committee's work programme be noted.

The meeting closed at 11.54am

CHAIRMAN