

Meeting	PERSONNEL COMMITTEE
Date	Wednesday 21 May 2014 (commencing at 2.00 pm)

Membership

Persons absent are marked with an 'A'

MEMBERSHIP OF THE COMMITTEE

It was noted that the permanent membership of the Committee is:-

COUNCILLORS

	Nikki Brooks	John Wilmott
	Darren Langton	Yvonne Woodhead
	Sheila Place	Liz Yates
A	Ken Rigby	
	Tony Roberts MBE	

CHAIRMAN AND VICE-CHAIRMAN

The appointment at the Annual Meeting of Council of Councillor Sheila Place and Councillor Nicki Brooks as Chairman and Vice-Chairman of the Committee respectively was noted.

MEMBERSHIP

Councillor John Knight had been appointed to the Committee in place of Councillor Darren Langton, Councillor John Handley had been appointed to the Committee in place of Councillor John Ogle and Councillor Steve Carroll had been appointed to the Committee in place of Councillor Yvonne Woodhead for this meeting only.

OFFICERS IN ATTENDANCE

Claire Gollin – Group Manager, Human Resources
Gill Elder – Group Manager, Human Resources
Julie Forster - Group Manager Business Support & Development
David Hamilton - Service Director - Personal Care and Support, North and Mid Nottinghamshire
Sue Jeffery - Environment & Resources
Christine Marson – Assistant Democratic Services Officer
John Slater, Service Director, Education, Standards and Inclusion
Marje Toward – Service Director, HR and Customer Service

Martin Sleath – Branch Secretary, Unison
Mark Howard, Unison

MINUTES OF THE LAST MEETING

The minutes of the meeting held on 12th March 2014, 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 who was on Other County Council Business.

DECLARATIONS OF INTEREST

There were no declarations of interest.

SICKNESS ABSENCE PERFORMANCE AS AT 31 MARCH 2014

Marje Toward, Service Director, HR and Customer Service introduced the quarterly update relating to current levels of sickness absence across the Nottinghamshire County Council's workforce.

RESOLVED 2014/012

- (1) The Committee noted the current level of performance in respect of sickness absence levels and on-going trend of continuous improvement.
- (2) The achievement of the in-year performance target was noted.
- (3) The Committee approved the setting of a revised performance target of 7.4 days per employee, per annum for 2014-15 as set out in paragraph 15 of the report which if sustained would mean the Council was amongst the best performing County Councils in the country.
- (4) The achievement of the Gold Wellbeing at Work Workplace Health Award was noted.

NOTTINGHAMSHIRE COUNTY COUNCIL EMPLOYEE RESOURCING INFORMATION

Marje Toward, Service Director, HR and Customer Service provided Elected Members with an updated quarterly overview of the position in relation to the number of people directly employed by the County Council as at 31 March 2014.

RESOLVED 2014/013

Members agreed to:-

- (1) Note the updated employee resourcing information and trends contained within this report, including the use of agency staff, consultants and interims.
- (2) Note the relative impact of redundancies and associated mitigations, natural turnover, vacancy control and TUPE transfers on the overall number of employees.
- (3) Note the range of mitigating measures and support provisions put in place to minimise the impact in respect of compulsory redundancies.
- (4) Agree to receive a further report on proposals to improve the retention of social workers and team managers in children's social care at a future date once further work has been undertaken.

CREATION OF A FIXED TERM WORKFORCE DEVELOPMENT FUND ADMINISTRATOR POST

David Hamilton, Service Director, Personal Care and Support, North and Mid Nottinghamshire introduced the report to seek the agreement of the Committee to establish a part time, fixed term post within the Council's Integrated Workforce and Organisational Development team.

RESOLVED 2014/014

Members agreed to the establishment of the temporary post of 0.5 fte Workforce Development Fund Administrator, grade 3, within the Optimum Workforce Leadership team of the Council's Workforce and Organisational Development team until the end of October 2014.

REVISED SERVICE OFFER AND STAFFING STRUCTURE FOR BUSINESS SUPPORT ACROSS ADULTS SOCIAL CARE, HEALTH AND PUBLIC PROTECTION AND CHILDREN, FAMILIES AND CULTURAL SERVICES

John Slater, Service Director, Education, Standards and Inclusion brought the report to the Committee to seek approval for a revised service offer and structure to operate from 1 September 2014 for Business Support functions pertaining to both the Adults, Social Care, Health and Public Protection and Children, Families and Cultural Services.

He reported that a decision had been taken by the Corporate Leadership Team to amalgamate the business support services with the above departments and does not extend to other departments at this stage.

RESOLVED 2014/015

Members noted the revised Business Support Service Offer and approved the revised Business Support Structure set out in Appendices A and B.

WORK PROGRAMME

RESOLVED 2014/016

That the Committee's work programme be noted.

The meeting closed at 2.55 pm

CHAIRMAN

21 May 2014