



Minutes

Meeting PERSONNEL COMMITTEE

Date Wednesday 30 June 2021 (commencing at 10.30am)

Membership

Persons absent are marked with an 'A'

COUNCILLORS

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

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

SUBSTITUTE MEMBERS

Cllr Jim Creamer for Councillor Errol Henry

OFFICERS COUNTY COUNCILLORS IN ATTENDANCE

Pauline Allan and Bruce Laughton

OFFICERS IN ATTENDANCE

Sarah Ashton	Democratic Services Officer
Noel McMenamin	Democratic Services Officer
Marjorie Toward	Service Director – Customers, Governance and Employees
Gill Elder	Head of Human Resources
Jen Sheriston	Senior Media Officer
James Silverward	Executive Officer to the Senior Leadership Team

1. TERMS OF REFERENCE AND MEMBERSHIP

RESOLVED 2021/14

- 1) That the Committee membership and terms of reference for Personnel and Senior Staffing Sub Committee be noted.

2. MINUTES OF THE LAST MEETING

The minutes of the meeting held on 10 March 2021, having been circulated to all Members, were taken as read and confirmed and signed by the Chairman.

3. APOLOGIES FOR ABSENCE

The following apology for absence was received:

- Councillor Errol Henry (Other)

4. DECLARATIONS OF INTEREST

None.

5. NOTTINGHAMSHIRE COUNTY COUNCIL EMPLOYMENT OPPORTUNITIES FOR YOUNG PEOPLE

Chairman informed Members that he was interviewing 5 graduates on 1st July 2021. Action: Corporate Communications to use this as a publicity opportunity to promote what NCC is doing for graduates.

Action: Cllr Dobson, a list of where the apprentices are across the County with reference to small business apprenticeships.

Action: Cllr Creamer, a list of what types of trades are applying for help with apprenticeships around the County.

RESOLVED 2021/15

- 1) That the Committee supports the work that is already underway to improve employment opportunities particularly for those who have additional challenges in securing regular and meaningful employment.
- 2) That a review of the current apprenticeship strategy to ensure it aligns with the emerging priorities post covid in relation to key skill development be approved.
- 3) That the Committee agree to receive a further report in November which includes the refreshed Apprenticeship Strategy, and which has a focus on employability and job opportunities for those reaching the end of their 2-year apprenticeship.

6. NOTTINGHAMSHIRE COUNTY COUNCIL WORKFORCE AVAILABILITY, SICKNESS ABSENCE PERFORMANCE AND SUPPORT TO MAINTAIN EMPLOYEE HEALTH AND WELLBEING

Members asked that a list of best practices referring to the National initiative 'Time to Talk' to be included in a future report to Committee

RESOLVED 2021/16

- 1) That the Committee agree to continue identifying actions outlined in this report and include them in the Employee Health and Well-being Action Plan, along with any further additions arising from the employee survey and the relevant workstream of the Workforce Resilience and Recovery Group.
- 2) That the Committee agree to receive a further report in September which provides information on quarter 1 2021/22 absence figures and workforce availability.
- 3) That the Committee agree to receive information regarding the newly added items to the action plan including the Midlands Engine sponsored pilot ProWork research project at September's Committee.

7. WORKFORCE CHECK-IN SURVEY UPDATE

RESOLVED 2021/17

The Committee consider the findings of the latest workforce check-in survey undertaken in April 2021 and that the actions as set out in paragraphs 17 and 18 of the report be approved.

8. WORKFORCE RESILIENCE AND RECOVERY STRATEGY AND ACTION PLAN

RESOLVED 2021/18

- 1) The Committee consider the progress on the implementation of the Workforce Resilience and Recovery Strategy and the further actions identified. That the Committee agree to receive further updates on progress.
- 2) That the Committee approve the development of a revised People Strategy to support the implementation of the new Council Plan once approved.

9. WORK PROGRAMME

Marjorie Toward informed Members that the Disability Confidence and Apprenticeship updates would be added to the work programme

RESOLVED 2021/19

That the Committee agreed to the work programme being updated according to recommendations made during this meeting along with reports regarding Disability Confidence and Apprenticeships.

The meeting closed at 11.58am

CHAIRMAN