



**Nottinghamshire
County Council**

Minutes

Meeting PERSONNEL COMMITTEE

Date Wednesday 10 March 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
	Errol Henry JP	Gordon Wheeler
	John Longdon	Jonathan Wheeler
	Sheila Place	Yvonne Woodhead
A	Helen-Ann Smith	

SUBSTITUTE MEMBERS

None

OFFICERS IN ATTENDANCE

Sarah Ashton	Democratic Services Officer
Marjorie Toward	Service Director – Customers, Governance and Employees
Gill Elder	Head of Human Resources
Julie Forster	Group Manager – Business Support
Sarah Drury	Business Support Development Officer
Marie Rowney	Group Manager – Customers, Complaints, and Information
John Nilan	Group Manager – Health & Safety
Kaj Ghattaora	Group Manager - Procurement

TRADE UNION IN ATTENDANCE

Adana Godden	GMB
Adrian Morgan	UNISON
Janes Minto	UNISON

1. MINUTES OF THE LAST MEETING

The minutes of the meeting held on 20 January 2021, 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 Helen-Ann Smith (Medical)

3. DECLARATIONS OF INTEREST

None.

4. BUSINESS SUPPORT REVIEW PROGRAMME

RESOLVED 2021/07

That the revised Business Support Structure in Appendix A of the report, be approved.

5. PERFORMANCE UPDATE AND CHANGES TO THE CUSTOMER SERVICES CENTRE OPERATING MODEL

RESOLVED 2021/08

- 1) That the new posts, revised structure, and operating model, as set out in Appendix 2 of the report, effective from April 2021 be approved.
- 2) That the Committee agree to congratulate the Group Manager and the entire Customer Services team for all the excellent work they do and continue to do on behalf of the residents and customers of Nottinghamshire.

6. HEALTH & SAFETY SIX MONTHLY UPDATE

RESOLVED 2021/09

- 1) That the Committee agreed to congratulate the Health and Safety Team on achievement of ISO 45001:2018 and to publicise this significant achievement.
- 2) That the Committee agree to receive a Health and Safety update in Six months.

7. PERSONAL PROTECTIVE EQUIPMENT (PPE) – RESOURCE IN RESPONSE TO COVID-19 (CORONAVIRUS)

RESOLVED 2021/10

- 1) That the Committee agreed the posts listed in Table 1 of the report continue until 31 March 2022.
- 2) That the Committee agreed to receive periodic reviews of PPE provision throughout 2021/22, including a further review of supply in line with the Department of Health and Social Care planned review of PPE provision in April 2021.
- 3) That the Committee agree to receive further reports if staffing requirements were impacted by changes to PPE provision.

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

RESOLVED 2021/11

- 1) That the Committee agreed to continue the work to deliver the identified actions in the Employee Health and Wellbeing Action Plan and to the inclusion of any additions arising from the relevant workstream of the Workforce Resilience and Recovery Group.
- 2) That the Committee agreed receive information on 2020/21 quarter 4 absence figures and workforce availability at the Committee meeting in April 2021.
- 3) That the Committee agreed to receive information regarding the Return to Work research project as this work develops at the Committee meeting in June 2021.

9. EMPLOYEE ENGAGEMENT WITH THE COUNCIL'S WORKFORCE

RESOLVED 2021/12

- 1) That the Committee agreed to consider the development of an Employee Communication and Engagement Strategy at a future Committee meeting.
- 2) That the Committee agreed to commend the positive engagement that continues to enable the ongoing positive contribution of the workforce.

10. WORK PROGRAMME

Marjorie Toward informed Members that the Disability update would not be available for the April meeting and as there were no other substantive items on the agenda proposed that the meeting of the 20 April 2021 be cancelled

RESOLVED 2021/13

- 1) That the Committee agreed to the work programme be updated according to recommendations made during this meeting.
- 2) That the Committee agreed that if no substantive items were to be reported to the Committee on 20 April 2021 that the Committee meeting would be cancelled, (Clerk to notify Members and Officers in early April)

CLOSING COMMENTS

As this could potentially be the last meeting of this Committee, the Members acknowledged and thank those Members who were retiring at the end of the current administration.

The meeting closed at 12.18pm

CHAIRMAN