

PERSONNEL COMMITTEE

13 November 2006

Attendance:

Councillors:

Godfrey (Chairman) (P)

Bennetts (P)
Chapman (P)
Collin (P)
Cook (P)
Cooper

Goodall (P)
Nelmes (P)
Pines (P)
Read (P)
Verney (P)
Worrall (P)

Others in attendance who addressed the meeting:

Councillor Beckett (Leader and Portfolio Holder for Economy and Tourism)
Councillor Allgood (Portfolio Holder for Finance and Resources)

1. **APOLOGIES**

Apologies were received from Councillor Cooper and his deputy, Councillor Howell.

2. **MINUTES**

RESOLVED:

That the minutes of the previous meeting of the Committee held on 18 September 2006 (less exempt business) be approved and adopted.

3. **HUMAN RESOURCES DIRECTORATE – SECOND QUARTER 2006/07 PERFORMANCE MONITORING**

(Report PER108 refers)

The Director of Human Resources responded to detailed questions regarding the performance monitoring information contained in the Report.

The Director anticipated that the current underspend on training would be balanced as corporate development initiatives continued to be developed and delivered. She also reported that the Royal Hampshire County Hospital remained committed to the training modules arranged in partnership with the Council, despite their recent budgetary concerns. Furthermore, Hampshire Constabulary and the Prison Service had been also approached for joint training initiatives.

The Committee noted that there had been a further decrease in the average number of days sick per member of staff from the first quarter, and noted that the continued use of 'return to work interviews' had played an important part in its management. It

was agreed that it should be ensured that they continue to be used consistently throughout the organisation.

The Director clarified that both quantitative and qualitative information gained from 'exit interviews' was appropriately utilised. This included the updating of the Council's Pay and Reward Strategy, succession planning and knowledge management.

The Council continued to investigate methods to improve the targeting of ethnic minority groups so that the workforce better reflected the ethnic balance of the community. Although appreciative that Winchester's population comprised of a below average percentage of ethnic minorities, the Director reminded Members that the Council employed staff from outside the immediate area, as well as from the Winchester District.

The Committee referred to savings recently achieved by staff only being able to access pay details electronically. It was agreed that Members should be provided with training to view their monthly allowance payments in the same way, via the self service element of the Selima integrated Human Resources and Payroll System. Furthermore, it was agreed that it be recommended that Cabinet consider phasing out paper copies of monthly allowance details for Members following a trial period. Councillor Allgood advised that he would support this as part of a wider initiative to reduce unnecessary paper copies, including Committee reports and agendas.

RESOLVED:

1. That in noting the further decrease in the average number of days sick per member of staff from the first quarter, the Portfolio Holder for Finance and Resources be requested to work with the Director of Human Resources to ensure that 'return to work interviews' continue to be consistently utilised across the organisation.

2. That the monitoring information contained in the Report be noted.

3. That Cabinet's attention be drawn to the Committee's support for the phasing out of paper copies of monthly allowance details for Members following a trial period and necessary training.

4. **EXEMPT BUSINESS**

RESOLVED:

1. That in all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

2. That the public be excluded from the meeting during the consideration of the following items of business because it is likely that, if members of the public were present, there would be disclosure to them of 'exempt information' as defined by Section 100I and Schedule 12A to the Local Government Act 1972.

