

**PERSONNEL COMMITTEE**

**5 March 2007**

Attendance:

Councillors:

Godfrey (Chairman) (P)

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

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

Others in attendance who addressed the meeting:

Councillor Allgood (Portfolio Holder for Finance and Resources)

Others in attendance who did not address the meeting:

Councillor Rees

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1. **APOLOGIES**

Apologies were received from Councillor Collin and Deputy Member Councillor Merritt.

2. **MINUTES**

RESOLVED:

That the minutes of the previous meeting of the Committee, held on 22 January 2007 (less exempt business), be approved and adopted.

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

(Report PER111 refers)

An Annex to the above Report was distributed to the Committee with further information on Sickness Absence. The Chairman agreed to accept this onto the agenda, as a matter requiring urgent consideration, to enable the Committee to consider the information and raise any concerns with the Portfolio Holder or Cabinet.

In discussing 'Sickness Absence by Reason' in the Annex, the Director of Human Resources clarified that the number of days for 'Stress, Depression and Anxiety' reflected a relatively small number of employees and was mostly linked to non work related stress. It was agreed that, in future, this information be divided between short term and long term absences and include comparative data from previous years.

The Director confirmed that the Selima Joint Human Resources and Payroll system was used to monitor sickness absence. She also reported on the utilisation of occupational health referrals and the use of the Council's Stress Audit, Return to Work and Exit Interviews in identifying trends. The Chief Executive reminded Members that it was a key management task to address underlying issues that may contribute to sickness levels.

Councillor Allgood reminded the Committee that the average number of days absent per member of staff had continued to decrease.

RESOLVED:

That the monitoring information contained in the Report be noted.

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.

<u>Minute Number</u>	<u>Item</u>	<u>Description of Exempt Information</u>
##	Exempt Minutes of the previous meeting held 22 January 2007: <ul style="list-style-type: none"> <li>• Equal Pay Audit</li> </ul>	) Information relating to the financial or business affairs of any particular person (including the authority holding that information) (Para 3 to Schedule 12A refers)
##	Review of Environment Team Client Side Staff	) Information relating to a particular individual. (Para 1 to Schedule 12A refers).
##	Winchester City Council Organisational Development	) Information which is likely to reveal the identity of an individual (Para 2 to Schedule 12A refers)
		) Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority. (Para 4 to

) Schedule 12A refers)  
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5. **EXEMPT MINUTES**

RESOLVED:

That the exempt minutes of the previous meeting of the Committee held on 22 January 2007, be approved and adopted.

6. **REVIEW OF ENVIRONMENT TEAM CLIENT SIDE STAFF**  
(Report PER117 refers)

The Committee agreed that the above item should be deferred to a future meeting, to enable the Director of Human Resources to clarify the financial information set out in the Report.

7. **WINCHESTER CITY COUNCIL ORGANISATIONAL DEVELOPMENT**  
(Report PER115 refers)

In respect of this item, Councillors Godfrey, Pines and Read declared personal (but not prejudicial) interests in respect of this item, due to the likelihood of the Committee discussing aspects of the Hampshire Pension Fund, of which they were all members.

The Chief Executive presented the above Report to the Committee and answered a number of detailed questions, in particular, on the management case and financial aspects of the proposals (detail in exempt minute).

The meeting commenced at 6.50pm and concluded at 10.30pm.

Chairman