

PERSONNEL COMMITTEE

29 September 2015

Attendance:

Councillors:

Phillips (Chairman) (P)

Achwal (P)
Simon Cook (P)
Susan Cook (P)
Gosling (P)

Laming (P)
Lipscomb (P)
Scowen (P)
Warwick (P)

Others in attendance who addressed the meeting:

Councillor Weston (Portfolio Holder for Service Delivery) and
Councillor Pearson (Portfolio Holder for Environment, Health and Wellbeing).

Others in attendance who did not address the meeting

Councillor E Berry

1. **MINUTES**

RESOLVED:

That the minutes of the previous meeting of the Committee held on 15 June 2015 be approved and adopted.

2. **ORGANISATIONAL DEVELOPMENT PERFORMANCE MONITORING –
QUARTER 1 2015/16**

(Report PER273 refers)

Arising out of consideration of the Quarter 1 outturn report, the Chief Executive explained that the decrease in the total headcount by 10 compared with the previous quarter (referred to on page 5 of the Report) was spread across all areas of the authority. Team Managers controlled workload until recruitment took place to ensure that the vacancy did not have a negative impact on the workload of other team members.

The Head of Organisational Development clarified that the differentiation between the different causes of sickness absence by reason of stress as set out on page 14 of the Report, was based on medical notes that provided a clear definition between work related, personal and anxiety based stress/depression.

RESOLVED:

1. That the Quarter 1 Performance Monitoring figures 2015/16 for Organisational Development be noted.

2. That no items of significance be drawn to the attention of the Portfolio Holder or Cabinet arising from the Performance Information.

3. **ADDITIONAL STAFF RESOURCES – HISTORIC ENVIRONMENT TEAM**
EXTRACT OF MINUTES OF CABINET HELD 9 SEPTEMBER 2015
 (Report PER277 refers and Report CAB2707 refers)

The Committee noted that Appendix 3 to the Report (table of Financial Applications) had not been published for inclusion on the agenda within the statutory deadline. The Chairman agreed to accept the item onto the agenda as a matter requiring urgent consideration to enable its contents to be considered at this meeting.

In reply to Members' questions, the Chief Executive and the Head of Organisational Development added that the management structure for the Historic Environment Team was currently being reviewed following the recent departure of the Head of Historic Environment from the Council. The appointment of the additional resource to the Historic Environment Team would be an archaeologist and the revised management reporting arrangements would still ensure that the professional separation of the role from the wider Planning function of the Council would be maintained.

RESOLVED:

That additional resources be allocated to the Historic Environment team to provide additional capacity for the supervision and management of archaeological investigations and public engagement, initially by the creation of a temporary fixed term post for two years (estimated grade of Scale 5), and the situation thereafter be subject to further review.

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>
##	<ul style="list-style-type: none"> • Building Resilience in the Streetcare and Engineering Teams • Community Infrastructure Officer Post • Organisational Development 	<p>) Information relating to a particular individual. (Para 1 to Schedule 12A refers).</p> <p>) Information which is likely to reveal the identity of an individual. (Para 2 to Schedule 12A refers)</p> <p>) 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)</p>

5. **BUILDING RESILIENCE IN THE STREETCARE AND DRAINAGE ENGINEERING TEAMS**
(Report PER276 refers)

The Committee referred to a report that set out the proposals for the future building of resilience in the Drainage and Engineering Teams (detail in exempt appendix).

6. **COMMUNITY INFRASTRUCTURE OFFICER**
(Report PER274 refers)

The Committee referred to a report that set out the proposals for the recruitment of a full time permanent Community Infrastructure Levy Officer (detail in exempt appendix).

7. **ORGANISATIONAL DEVELOPMENT**
(Report PER275 refers)

The Committee referred to a report that set out the proposals for future organisational development (detail in exempt appendix).

The meeting commenced at 6.30pm and concluded at 8.00pm.