

PERSONNEL COMMITTEE

23 November 2017

Attendance:

Councillors:

Read (Chairman) (P)

Achwal (P)
Bentote (P)
Cook

Cutler
Pearson
Thacker

Deputy Members:

Councillor Berry (Standing Deputy for Councillor Pearson)
Councillor Clear (Standing Deputy for Councillor Cutler)

1. **MINUTES**

RESOLVED:

That the minutes of the previous meeting of the Committee held on 25 July 2017 be approved and adopted.

2. **CHAIRMANS ANNOUNCEMENTS**

The Chairman stated that Councillor Porter's Notice of Motion submitted to the meeting of Council held on 11 October 2017, would be considered at a future meeting of this Committee. The Notice of Motion related to a 'safer recruiting council' and the possible undertaking of Disclosure and Barring checks (DBS) for Members.

3. **ORGANISATIONAL DEVELOPMENT PERFORMANCE MONITORING – QUARTER 1 2017/18**

(Report PER303 refers)

RESOLVED:

1. That the Quarter 1 figures 2017/18 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.

4. **ORGANISATIONAL DEVELOPMENT PERFORMANCE MONITORING – QUARTER 2 2017/18**
(Report PER305 refers)

In answer to Members' questions about the number of staff leavers, the Interim Head of Human Resources stated that page 10 of the Report included a high level analysis of the reasons for staff leaving the Council. From 1 December 2017 there would be mandatory exit interviews that would provide enhanced information going forward.

The Strategic Director: Resources added that page 11 of the Report contained an analysis of appointments to vacant posts and Report PER304, also for consideration at this meeting, looked at future options to attract and retain staff.

RESOLVED:

1. That the Quarter 2 figures 2017/18 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.

5. **EMPLOYEE STRATEGY**
(Report PER304 refers)

The Chairman welcomed to the meeting Samantha Hanks, Senior HR Advisor.

The Interim Head of Human Resources explained that there was a need to consider options to position the Council as an "Employer of Choice" and that recruitment and retention of staff was a key part of this strategy. One element which would need to be considered was pay, and this was outlined on page 5 of the Report. Further options also included considering employee benefits and reviewing business travel, which were also covered in the Report.

In answer to a Member's question, it was confirmed that following the implementation of a new pay spine (delayed until April 2019), pay would not be backdated. The staff 'discount card' was explained, which could offer staff discounts at supermarkets as well as gyms and on travel etc.

The Committee explored whether gym membership could reduce the number of muscular skeletal reasons for staff absence, which could be associated with prolonged use of a computer seated at a desk. The Interim Head of Human Resources replied that there was considerable research into this topic. While it would be unlikely that an on-site gym could be accommodated, employees had the option to join the local gym at a discounted rate and some new desks which allowed people to stand while working had been introduced as part of the current refurbishment of the City Offices.

In debate, some Members commented that they were aware that recent organisational changes had led to concerns and unsettlement within some staff, and that a happy and contented workforce needed to be given consideration so that staff felt valued and motivated. The Interim Head of Human Resources acknowledged that change was unsettling and commented that a confidential counselling service was available, which could be undertaken either face to face, or by telephone and this could include access to wider support.

In conclusion, the Committee supported the recommendation for the submission of an update report to its next meeting on 15 January 2018. It was also agreed that the option of an employer paid Health Cash Plan (rather than an employee paid plan) should be given further consideration.

RESOLVED:

1. That the Interim Head of Human Resources be given delegated authority (in consultation with the Portfolio Holder for Professional Services and Strategic Director (Resources) as required) to investigate and implement the proposals set out in this paper subject to Cabinet approval for significant financial implications.

2. That the option of an employer paid Health Cash Plan (rather than an employee paid plan) was approved to progress.

6. 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 25 July 2017:) Information relating to a particular individual. (Para 1 to Schedule 12A refers).
	• Benefits Team)
	• Report of the Chief Executive) 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)

7. **EXEMPT MINUTES**

RESOLVED:

That the exempt minutes of the previous meeting of the Committee held on 25 July 2017 be approved and adopted.

The meeting commenced at 3.00pm and concluded at 3:45pm.

Chairman