

ITEM 4

Time began: 10.30am
Adjourned: 10.32am
Reconvened :10:45am
Time ended:11:45am

Personnel Committee 2 November 2017

Present Councillor Nawaz (Chair)
 Councillors Barker, Carr, Dhindsa, Froggatt, A Holmes, Keith
 and S Khan

Officers present Liz Moore – Head of HR
 Claire Benjamin – HR Advisor
 Sarah Cook – HR Advisor
 Janie Berry – Director of Governance & Monitoring Officer
 Paul Robinson – Chief Executive

10/17 Urgent Late Item

It was requested by Councillor Barker that under Council Procedure Rule CP42 an urgent statement be made.

The meeting was adjourned at 10.32am for the receipt of constitutional advice and was reconvened at 10.45am.

It was moved by Councillor Barker, and seconded by Councillor A Holmes, that the committee take a vote of no confidence in the Chair. The motion was put to the vote and lost.

11/17 Apologies

There were no apologies for absence.

12/17 Late Items to be Introduced by the Chair

There were no late items.

13/17 Declarations of Interest

There were no declarations of interest.

14/17 Minutes of the Meeting held on 29 June 2017

The minutes of the meeting held on 29 June 2017 were confirmed as a correct record.

15/17 Corporate Health and Safety Committee

The Committee considered a report of the Director of Governance presented by the Head of Human Resources which stated that the Council's current Corporate Health and Safety Committee had been unable to convene a quorate meeting in many months.

To ensure the Council was compliant with its obligations to consult with employees and their chosen Health and Safety representatives, it was proposed a new Corporate Health and Safety Committee were created.

At Appendix 3 a revised draft constitution was attached to the report, this was devised in conjunction with Trade Union representatives.

The report stated to resolve the issue of the inquorate nature of meetings the following recommendation was made:

"Officers and Trade Union Health and Safety Representatives have agreed that, subject to the approval of the Personnel Committee, the current Committee be dissolved and replaced by the new committee, with a new constitution. It has not been possible to implement the revised constitution due to the quoracy requirements of the current constitution"

It was recommended that the Committee approve the new draft Corporate Health and Safety Constitution.

Resolved to:

- 1) agree to dissolve the current Corporate Health and Safety Committee**
- 2) to convene a new Corporate Health and Safety Committee in line with the draft constitution at Appendix 2.**

16/17 Apprenticeship Levy

The Committee received a report which stated that a detailed report had been considered by the Committee at the meeting held on 9 February 2017. The report provided an update to that report and set out the current position in relation to the Apprenticeship Levy.

The Director of Governance and Monitoring Officer informed the Committee there were issues relating to the lack of training providers and stated the procurement process was on going and an update would come back to the Personnel Committee when the process was complete.

Resolved to note the report.

17/17 Exclusion of Press and Public

Resolved that under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting during discussion of the following item on the grounds that it involved the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act and that the public interest in maintaining the exemption outweighed the public interest in disclosing this information.

18/17 Sickness Absence Update

The Committee received a report setting out the quarterly reports on Directorate specific actions in relation to managing attendance in order to support the Council target. The report included anonymised reasons for absence and length of absence.

Resolved

- 1. To continue to actively focus on managing attendance in order the support the achievement of the Council target.**
- 2. To receive quarterly update reports on progress.**

MINUTES END