

Time began: 2.00 pm
Time ended: 3.05pm

**Personnel Committee
16 March 2017**

Present Councillor Raju (Chair)
 Councillors Barker, Carr, Froggatt, Grimadell, Marshall and
 Turner

Officers present David Cox – Head of HR
 Karen Lichfield – Development Lead – Strategic HR
 Jackie Waring – Democratic Services Officer

79/16 Apologies

Apologies were received from Cllr S Khan

80/16 Late Items to be Introduced by the Chair

There were no late items.

81/16 Declarations of Interest

None

82/16 Minutes of the Meeting held on 9 February 2017

The minutes of the meeting held on 9 February 2017 were confirmed as a correct record.

83/16 Pay and Review Project Update

The Committee considered a report of the Director of Governance and Monitoring Officer on the Pay and Reward Project. The Board were updated on progress with this project.

Resolved to note the report and receive updates on any issues at further meetings

84/16 Apprenticeship Levy

The Committee received a report of the Director of Governance and Monitoring Officer updating them on the Apprenticeship Levy. At the meeting on 9 Feb, the Committee asked for this to be a standing item on the agenda and to receive regular updates.

Discussion was held on how the Council has to pay the 0.5% apprenticeship levy from April 17 and how they will be able to spend the funds available.

Discussion was also held on how the Schools Levy Funding will affect maintained and voluntary aided schools. It was also stated that Derby Homes' staff would be able to benefit from the Apprenticeship Levy.

It was acknowledged that Council's Adult Learning Service had been successful in maintaining their position of a training provider under the new Apprenticeship Levy. HR were to email a link, to all Members, so they could have a look at what courses were available.

Resolved to note the contents of the report.

85/16 Corporate Joint Committee and Joint Consultative Committee Meetings

The Committee received a report of the Director of Governance and Monitoring Officer outlining the new arrangements for Corporate Joint Committee and Joint Consultative Committee Meetings. It was now proposed to hold all these meetings on one day. The Committee were briefed in the rationale and proposed running order.

Resolved to:

- 1. Note the rationale for the changed format of CJC and JCC meetings**
- 2. To note the new principles for the Council and Trade Union working relationships**

86/16 Managing Attendance Absence target reduction Strategy

The Committee received a report of the Director of Organisation and Governance outlining the new sickness triage service which will help support staff and hopefully reduce the high levels of sickness absence within the Council.

Resolved to:

- 1. Note the HR action plan**
- 2. Note further bi-monthly updates will be considered by COG**
- 3. To note the standard action plan template**
- 4. Make a regular agenda item in order to receive further reports along with data**
- 5. David Cox to report back to Personnel Committee on the support HR will be providing managers with.**

87/16 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 4 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.

88/16 Pay and Review Project Update II

The Committee considered a report of the Director of Governance and Monitoring Officer on Job Evaluation project.

Resolved to note the report

MINUTES END