

ITEM 4

Time began: 4.00pm
Time ended: 5.03pm

PERSONNEL COMMITTEE 20 NOVEMBER 2012

Present Councillor Roberts (Chair),
Councillors Barker, Carr, Jones, Redfern and Tittley

19/12 Apologies

Apologies for absence were received from Councillor Jackson, Jennings and Russell.

20/12 Late items to be introduced by the Chair

There were none.

21/12 Declarations of Interest

There were none.

22/12 Minutes of the meeting held on 26 September 2012

The minutes were agreed as a correct record subject to the inclusion, at the end of the second paragraph of the words 'The scheme would be targeted at lower paid workers.'

23/12 Pay and Reward Strategy – Project Update

The Committee considered a report which gave an update on the Pay and Reward Project, including decisions taken and actions currently being undertaken by officers.

Resolved to note the current position on implementing a revised Pay and Reward Strategy for the Council and endorse the overall approach being adopted.

24/12 Voluntary Redundancy and Returning Employees

The Committee considered a report which stated that the Committee had previously considered information on people who left on VR and had returned to the Council's employment. The report provided monitoring information on further occurrences where this had happened. The report identified six people and seven occurrences (one person was re-employed on two separate contracts) where people had left the Council on VR on 31 December 2011 and had subsequently been re-employed since March 2012.

Resolved

1. To note the report.

2. To note the introduction of improved vacancy control processes.

25/12 Employee Survey 2012

The Committee considered a report which stated that this year the Employee Survey was designed around workshops asking questions using interactive voting handsets, followed by immediate feedback of the results and small group discussions to explore these results. The 30 questions covered the Council values, leadership of the Council, the Chief Executive and his job, how he was managed, how his team was managed and his views of the Council.

It was important that the results were fed back to all employees, especially those who attended the workshops and show them how the issues were being addressed. This could be achieved by

- A dedicated e mail to the 250 people who attended the workshops
- InTouch weekly – to all employees
- Frontline staff payslip
- Inclusion in the Employee's Briefing
- A feature in 'In Brief'

Resolved

- 1. To note the results of the survey findings set out in Appendix 2 of the report.**
- 2. To note the recommendations for communicating the findings to employees.**
- 3. To approve a repeat survey on an annual basis.**

26/12 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 1 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.

27/12 Customer Management Organisational Structure

The Committee considered a report which set out adjustments to the Derby Direct establishment in order to manage the increase in customer contacts on to the Council House.

Resolved

- 1. To create nine new Customer Service Adviser (CSA) posts in Derby Direct for a fixed two year period with an annual cost of £178,322. these posts were to ensure the establishment was able to meet the increase in customer contacts on the return to the Council House resulting from the closure of Council buildings and the changes brought about by the welfare Reform agenda.**
- 2. To agree that these posts be simultaneously advertised internally and externally provided that external appointments were only considered if there were insufficient suitably appointable internal applicants. Priority consideration would be given to employees on redeployment in accordance with the Redeployment Policy**

MINUTES END