

Time began:10.30 am
Time ended: 11.45am

Personnel Committee
13April2017

Present CouncillorRaju (Chair)
Councillors Barker, Carr, Grimadell, S Khanand Turner

Officers present Janie Berry – Director of Governance and Monitoring Officer
Liz Moore –Strategic HR Manager
Claire Benjamin – HR Advisor
Diane Sturdy – Organisation Development Manager
Tania Hay – Employment Commission Lead
Jackie Waring – Democratic Services Officer
Catherine Williams – Head of Service (part)

89/16 Apologies

Apologies were received from CllrFroggatt

90/16 Late Items to be Introduced by the Chair

There were no late items.

91/16 Declarations of Interest

None

92/16 Minutes of the Meeting held on 16March2017

The minutes of the meeting held on 16March2017 were confirmed as a correct record.

93/16 Disclosure and Barring Service (DBS) Policy Update

The Committee considered a report of the Director of Governance and Monitoring Officer on the Disclosure and Barring Service (DBS) Policy Update and were briefed on the reasons why the current policy needed updating. The DBS had provided relevant guidance and this had been incorporated into the updated policy to provide more specific and explicit. It was noted that this policy only related to Council employees and that taxi drivers were covered under a separate policy.

Resolved toagree the revised policy

94/16 Apprenticeship Levy

The Committee received a report of the Director of Governance and Monitoring Officer updating them on the Apprenticeship Levy. It was acknowledged there was a huge amount of work being undertaken on this project. It was also confirmed that the Council would be able to draw down the first payment, from the Levy, on the next payroll run.

All agreed this was a big opportunity for training both for apprentices and current staff. It was acknowledged that there may be some procurement issues when trying to source some of the more unique learning programmes.

Discussion was held on how the project team were working closely with the team helping leavers from Children in Care.

Resolved to

- 1. note the contents of the report.**
- 2. Receive further updates at future meetings**

95/16 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.

96/16 Connect Derby

The Committee received a report of the Strategic Director of Communities and Place asking them to consider the creation of three new posts to support the delivery of ICT services to tenants and manage the Council's digital network. These posts would transfer under TUPE conditions.

Resolved to agree the creation of three new posts.

97/16 Sickness Absence

The Committee received a report of the Director of Governance and Monitoring Officer providing them with the recent figures, for sickness absence, recorded for each directorate. The Committee raised concerns over the high numbers and stated they would like a further breakdown and receive an anonymised table detailing the length of time people are off and the reasons.

Resolved to:

- 1. Agree each directorate focus on directorate specific targets and actions for managing attendance , in order to support the achievement of the Council target**
- 2. To receive quarterly update reports**

98/16 Pay & Review Project Update

The Committee received a report of the Director of Governance and Monitoring Officer providing them with an update on the Pay & Reward project. It was confirmed that this project had now concluded and all issues would now be dealt with by the Business as Usual team. No further reports would be submitted to Personnel Committee.

Resolved to note the report and acknowledged all the hard work done by HR staff.

MINUTES END