

Time Commenced – 6.00 pm  
Time Finished – 6.45 pm

**Supporting Derby's Workforce Overview and Scrutiny Board**  
**18 July 2016**

Present: Councillor Jackson (Chair)  
Councillors Barker, Evans, Grimadell, A Holmes and Whitby

**01/16 Apologies for Absence**

Apologies for absence were received from Councillors Anderson and S Khan.

**02/16 Late Items**

There were no late items.

**03/16 Declarations of Interest**

There were no declarations of interest.

**04/16 Minutes of the Meeting Held on 7 March 2016**

The minutes of the meeting held on 7 March 2016 were agreed as a correct record and signed by the Chair. It was noted that in respect of minute no 20/15 the Audit and Account Committee had included the recommendation of the Board as part of a larger work programme and would feedback to the Board in due course.

**05/16 Items Referred from Corporate Scrutiny and Governance Board**

There were no items referred.

**06/16 Remit, Work Programme and Topic Reviews**

The Board considered a report on the Remit, Work Programme and Topic Reviews. The Board were asked to discuss and agree the future work programme and topic review for the forthcoming municipal year. The Board also received a presentation on Delivering Differently Our People Organisational Development Plan.

The Board considered the following suggestions for topic reviews/work programmes.

- Volunteering opportunities across the city
- Which employers across the city are paying the living wage
- Organisational development strategy
- Application / assessment process for recruitment / simplification of Person Specifications, Job Descriptions and Job Information Questionnaires - JIQs

Members of the Board also suggested ICT business systems, but as this was a corporate issue it was suggested that the Corporate Scrutiny and Governance Board be asked to look at this area of work.

It was agreed that Organisational Development Strategy could be topic review in the next municipal year.

**Resolved**

- 1. To agree the topic review – volunteering opportunities across the city combined with which employers across the city are paying the living wage.**
- 2. To ask the Corporate Scrutiny and Governance Board to consider undertaking a topic review on ICT Business Systems.**

**07/16      Minute extract from Council Cabinet on Use  
Agency Workers and Consultants Topic Review**

The Board considered a minute extract from Council Cabinet held on 13 April 2016 setting out the decision of Council Cabinet on the Board's Topic Review on Use of Agency Workers and Consultants.

**Resolved to note the minute extract from Council Cabinet.**

MINUTES END