

Time commenced – 6:00pm
Time finished – 7.50pm

**PERSONNEL COMMITTEE
1 APRIL 2009**

Present: Councillor Rawson (Chair)
Councillors Carr, Grimadell, Hird, Jones, Redfern and Roberts

21/08 Apologies

Apologies for absence were received from Councillor Berry.

22/08 Late Items Introduced by the Chair

There were no late items.

23/08 Declarations of Interest

Councillor Redfern declared a personal interest in Item 32/00 as she was on the Derby Homes Board.

**24/08 Confirmation of the minutes of the Personnel
Committee held on 14 October 2008**

The minutes of the meeting held on 14 October 2008 were agreed as a correct record and signed by the Chair.

25/08 Equality and Diversity Plan

The Committee considered a report from the Director of Resources on Equality and Diversity Plan. Every three years the Council produce Equality Schemes for race, gender and disability. It was chosen to do an all embracing Equality and Diversity Plan covering all six strands of equality – race, gender, disability, sexuality, religion and belief and age. This met the requirements of the Equality Standard for Local Government and also the new Equality Framework for Local Government, which replaced the Standard, being introduced on 1 April 2009. The Plan has been compiled using the work programmes and minutes from the Black Employees Support Network, Disabled Employees Network and the Lesbian, Gay, Bisexual and Transgender Employee Network, Voices in Action Young People's Forum, Disabled People's Diversity Forum, Gender and

Sexuality Diversity Forum and Minority Communities Diversity Forum. Members from the Council's Equality and Diversity Task Group also inputted into the Plan by organising actions from each department within the Council.

Members noted that there had not yet been a response from the Children and Young People's department, and it was suggested that officers follow this up.

Resolved to approve the attached Equality and Diversity Plan 2009-2012 subject to the input from the Children and Young People's department on actions for the next three years for schools and for the Pupil Referral Unit, which Members required by the end of April.

26/08 Revised Retirement Policy

The Committee considered a report from the Director of Resources on the Revised Retirement Policy. The Employment Equality (Age) Regulations have been in place since 2006. During this time the Council had successfully refined the process for alerting departments and individuals of impending retirements so that a planned retirement process required in law could be followed.

Members raised concerns as to how all applications were treated equally across the Council departments. It was suggested that the monitoring statistics be brought to the Committee for members' attention.

Resolved:

- 1. To note the revisions to the Council's Retirement Policy as approved at Corporate Joint Committee on 5 March 2009;**
- 2. To receive the monitoring statistics at Committee annually.**

27/08 Occupational Health Proposals

The Committee considered a report from the Director of Resources on Occupational Health Proposals. A recruitment exercise was held which resulted in four applicants, one of whom was short listed. The interview was due to be held on 18 March but unfortunately the applicant withdrew beforehand. An HR team, including Health and Safety compiled the Occupational Health Service Improvement Plan for 2009-2010. A copy of the top level plan was attached to the report for members, which had already been to the Strategic HR Group and the Assistant Director Group.

Resolved:

- 1. To note the outcome of the recruitment exercise held to appoint a Council employed Occupational Health Manager / Professional.**
- 2. To note the Occupational Health Service Improvement Plan for 2009-2010 and that this will form the basis for carrying the service forward.**

28/08 Tackling Workforce Under Representation

The Committee considered a report from the Director of Resources on Tackling Workforce Under Representation. Working for the Council – Employee Statistics reports were presented to community groups each year. The reports contained equality information about people applying for and getting jobs at the Council, employees receiving training and employee complaint investigations. The 2005/06, 2006/07 and 2007/08 reports presented to the Diversity Forums had shown continuous under representation of Pakistani origin employees amongst the Council's workforce. The Pakistani origin community was the largest minority ethnic group in the City.

Members raised concerns as to why so many applicants were failing to meet the essential requirements for job that they had applied for within the Council.

Resolved:

- 1. To note the contents and agree the proposals set out in this report;**
- 2. To receive a report on progress and a report based on applicant tracking as to why so many Pakistani applicants were failing to meet the essential requirements for positions.**

29/08 HR Review Update

The Committee considered a report from the Director of Resources on HR Review Update. The main objective of the review was to deliver £250k savings by April 2010.

Members raised concerns over the possibility of staff redundancies. It was reported that the service was hopeful to avoid any compulsory redundancies all together by the voluntary redundancies and the freezing of posts.

Resolved:

- 1. To note the contents of the report;**

2. **Approve the reduction in staffing to fund the savings target;**
3. **Approve the revised staffing structures for the newly configured HR service;**
4. **Approve early implementation of the new structures on 1 October 2009 to generate savings to cover exit costs;**
5. **That larger, more legible versions of the structure charts be sent to Members after the meeting by email.**

30/08 Budget Savings

The Committee considered a report from the Director of Resources on Budget Savings. The Council set a budget on 2 March on the basis of a council tax increase of 3.25%. This was a compromise position arrived at by a majority of Members on the night. The compromise decisions made by Members led to some unplanned changes to the proposals put forward by the Cabinet. The total reduction in the proposed budget from 2009/10 onwards was £1,034,000 per year.

Resolved to note the savings required to balance the budget and to approve the proposals, set out in the paper, to achieve them as the basis of discussions at the Corporate Joint Committee.

31/08 Exclusion of Press and Public

To consider a resolution to exclude the present public during consideration on the following item:

“That under section 100(A) of the Local Government Act 1972, the present public be excluded from the meeting during discussion of the following item on the grounds that they involve 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 outweighs the public interest in disclosing the information.”

32/08 Consolidation of Bonus Payments to Craft Workers

The Committee considered exempt information in relation to the Consolidation of Bonus Payments to Craft Workers.

Resolved to approve the recommendations to consult with the trade unions over the removal of bonus payments to craft workers as set out in the report, following the relevant consultation process.

33/08 Council's Travel Plan – Grey Fleet Review

The Committee considered exempt information in relation to the Council's Travel Plan – Grey Fleet Review.

Resolved to approve the recommendations as set out in the report, to consult with the trade unions over the development and implementation of the Travel Plan Action Plan – Grey Fleet Review subject to the appropriate consultation and negotiation on relevant measures.

34/08 Job Evaluation Update

The Committee considered exempt information in relation to Job Evaluation.

Resolved to approve the recommendations to appoint jointly with the trade unions an independent consultant to look at the Job Evaluation data, and to continue to explore alternative ways forward.

Chair of the next ensuing meeting
at which these minutes were signed