

## PERSONNEL COMMITTEE

MONDAY, 27 JANUARY 2020

Present: Councillor M Hannah, Chair

Councillors: T A Cullen  
L Fletcher  
J C Goold  
E Kerry  
L A Lally  
P Lally  
H Land  
P J Owen  
J M Owen  
J C Patrick  
R S Robinson (Vice-Chair)  
P D Simpson

Apologies for absence were received from Councillors D K Watts and R D Willimott

### 17 DECLARATIONS OF INTEREST

There were no declarations of interest.

### 18 MINUTES

The minutes of the meeting held on 18 November 2019 were confirmed and signed as a correct record.

### 19 REFERENCES

#### 19.1 LJCC COMMITTEE

The Committee considered the Learning and Development Policy which had been submitted following consideration by the Local Joint Consultative Committee. It was proposed by Councillor L Fletcher and seconded by Councillor P J Owen that a decision on the Policy be deferred to allow for further information to be gathered with regard to practises at other councils. On being put to the meeting, the proposal was lost.

**RESOLVED that the amendments to the Learning and Development Policy be approved.**

### 20 SUPPORTING EMPLOYEES WITH LONG TERM HEALTH CONDITIONS

Members noted a report which provided an update on the support offered by the Council to employees with long-term mental health conditions. It was queried whether the age profile of the workforce was considered. The Committee was informed that reskilling was in place amongst the workforce but there was an opportunity to discover further options around the issue.

21 WORKFORCE PROFILE 2018/19

Members were informed that the Workforce Profile was an annual report which was produced by the Pay and Job Evaluation team and covered areas such as recruitment, the workforce, employment issues and health and safety. It provided an opportunity for the Council to compare with previous years to see how the Council progressed.

It was suggested that the recruitment of Black, Asian and Minority Ethnic (BAME) applicants could be considered in more detail by the Committee. It was agreed that the information would be submitted to a future meeting.

22 WORK PROGRAMME

It was agreed that an update on Supporting Employees with Long Term Mental Health Conditions, Employee Engagement Satisfaction, BAME Employment Issues, Employee Reskilling and Coaching and Mentoring be added to the Committee Work Programme.

**RESOLVED that the Work Programme, as amended, be approved.**

23 EXCLUSION OF PUBLIC AND PRESS

**RESOLVED that, under Section 100A of the Local Government Act, 1972, the public and press be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1 and 2 of Schedule 12A of the Act.**

24 ESTABLISHMENT REVIEW - PLANNING

**RESOLVED that the changes to the establishment of the Planning Team as set out in the report be approved with effect from 1 April 2020.**

25 ESTABLISHMENT REVIEW CORPORATE COMMUNICATIONS

**RESOLVED that the changes to the establishment of the Corporate Communications team as set out in the report be approved with effect from 1 April 2020.**

26 LEGAL RESTRUCTURE

**RESOLVED** that the restructure of Legal Services as at appendix 2 of the report be approved.

27 ENVIRONMENTAL SERVICES REVIEW

It was proposed by Councillor P D Simpson and seconded by Councillor L Fletcher that the recommendation be split into two distinct parts. On being put to the meeting, the proposal was lost.

**RESOLVED** that the application for voluntary redundancy for Post T200 and the revised structure for the Environmental Services section as set out in appendix 3 of the report be approved.

28 APPLICATION FOR VOLUNTARY REDUNDANCY

**RESOLVED** that the voluntary redundancy of the Customer Services Assistant (post C91) on 28 February 2020, be approved.

29 ESTABLISHMENT CHANGES IN THE PUBLIC PROTECTION DIVISION

**RESOLVED** that the voluntary redundancy of the Equality and Diversity Assistant (C101) be approved and a new post of Communities Officer (Equalities) be added to the establishment.

30 ESTABLISHMENT REVIEW - DEMOCRATIC SERVICES

**RESOLVED** that:

1. The post C39 be deleted from the establishment.
2. The changes to the establishment of the Democratic Services Team as set out in the appendix to the report be approved.