

PERSONNEL COMMITTEE

TUESDAY, 30 JUNE 2020

Present: Councillor M Hannah, Chair

Councillors: S J Carr (Ex-Officio)
L Fletcher
J C Goold
L A Lally
P Lally
H Land
P J Owen
J M Owen
R S Robinson (Vice-Chair)
P D Simpson
C M Tideswell
D K Watts
R D Willimott

There were no apologies for absence.

31 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

32 **MINUTES**

The minutes of the meeting held on 27 January 2020 were confirmed and signed as a correct record.

33 **RETURN TO WORK**

Councillors were updated on the steps taken to support the organisation to return to work. The Return to Work group had been set up during May 2020 and had met weekly since. It was confirmed that EIAs and risk assessments were being undertaken by Heads of Service.

Some services had been suspended as they involved face to face meetings. These included CAT meetings and school visits A Wellbeing Questionnaire had been circulated to all employees. Most continued to work from home and would continue to do so for the foreseeable future. The Committee expressed its thanks to the workforce for the work they are doing.

34 PERFORMANCE MANAGEMENT - BUSINESS PLAN PROGRESS SUPPORT SERVICE AREAS – HUMAN RESOURCES

The Committee was updated on the progress made in achieving the Human Resources Key Tasks within the Resources Business Plans and the current Key Performance Indicators for 2019/20. Progress was being made with staff diversity and short-term sickness but more work was needed with long-term sickness. There had been a decline in staff declaring a disability in the workforce. It was confirmed that candidates for jobs were blind screened.

35 EMPLOYEE SURVEY RESULTS

The Employee Survey ran in early 2020. The survey was fully supported by both Trade Unions. 214 employees had responded to the survey which represented 44% of the workforce. Some of the actions had been delayed due to Covid 19, GMT meeting at the Depot, for instance. The Council Peer Review had also had to be postponed.

Employees were largely aware of the Council's values and were generally satisfied. Managing change was highlighted as an area for improvement.

36 ORGANISATIONAL DEVELOPMENT STRATEGY

A report from the Chief Executive was brought to the Personnel Committee at the end of 2019 on the need for the development of the HR function into the area of Organisational Development. The proposed Strategy focussed on improving the engagement of the workforce and harnessing efforts to corporate goals. The aim was to recruit, develop and retain a highly skilled, flexible and motivated workforce. It would be a live document with updates to this Committee.

RESOLVED that the proposed Organisational Development Strategy be approved.

37 AVC WISE

This item was deferred.

38 HR STAFFING

The Committee considered the request to create an established permanent HR Officer role and the request to the transfer the existing HR Apprentice to that role.

It was noted that by creating this role it would enable greater business continuity for the Council.

RESOLVED that the creation of a permanent HR Officer post be approved, with the subsequent transfer of the current apprentice into that post, and to the changes to the establishment.

39 WORK PROGRAMME

RESOLVED that the Work Programme be approved, subject to the inclusion of AVC Wise and Management of Long and Short-term Sickness.