

Minutes of Personnel Committee

Meeting Date: Wednesday, 22 March 2017, starting at 6.30pm
Present: Councillor D Taylor (Chairman)

Councillors:

P Ainsworth	G Geldard
S Brunskill	S Hore
P Dowson	

In attendance: Chief Executive, Head of HR, HR Officer x 2.

595 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Councillors R Elms and D T Smith.

596 MINUTES

The minutes of the meeting held on 18 January 2017 were approved as a correct record and signed by the Chairman.

597 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

There were no declarations of pecuniary and non-pecuniary interest.

598 PUBLIC PARTICIPATION

There was no public participation.

599 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were no reports from Representatives on Outside Bodies.

600 STAFF PROFILE

The HR Officer presented her written report providing Members with a profile of staffing at the Council. She guided Members through the analysis of staff and Member profiles, highlighting the main changes from the previous year. It was noted that the profiles remained largely unchanged.

RESOLVED: That the report be noted.

601 ANNUAL TRAINING REPORT

The HR Officer presented a written report updating Members on annual training activity for the year 1 April 2016 to 31 March 2017. She guided Members through the analysis and explained the cost benefits of recent in-house training initiatives.

RESOLVED: That the report be noted.

602 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That by virtue of the fact that the following items of business by exempt information under Category 1 of Schedule 12A of the Local Government Act 1972, the press and public be now excluded from the meeting.

603 MEMBER AND STAFF TRAINING

The HR Officer reported details of training courses approved since the last meeting. She highlighted a number of training initiatives and provided additional background information.

RESOLVED: That the report be noted.

604 APPOINTMENTS AND RESIGNATIONS

Consideration was given to the written report of the HR Officer informing Members of appointments and resignations that had taken place since the last meeting. Members' attention was drawn to two establishment changes and background information was provided in relation to these changes.

It was also noted that two members of staff had recently retired from the authority.

RESOLVED: That Committee

1. note and approve the decisions taken by CMT as outlined in the report;
2. write letters of thanks to those staff retiring from the authority; and
3. approve the establishment changes as detailed in Section 4 of the report.

The meeting closed at 6.47pm.

If you have any queries on these minutes please contact Marshal Scott (414400).