



**Service Director – Legal, Governance and
Commissioning**

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Decision Summary

Committee:

Date:

Committee Clerk:

TEL:

PERSONNEL COMMITTEE

WEDNESDAY 25 APRIL 2018

Steve Copley

01484 221000

Chair

Councillor Shabir Pandor

Councillors Attended

Councillor Terry Lyons

Councillor John Taylor

Councillor Graham Turner

Councillor Nicola Turner

Apologies

Councillor David Sheard (Chair), Councillor David Hall and Councillor Peter McBride

1 Membership of the Committee

This is where Councillors who are attending as substitutes will say for whom they are attending.

- 1) Apologies for absence were received from Cllr Sheard, Cllr David Hall, and Cllr McBride.
 - 2) Cllr D Firth substituted for Cllr D Hall and Cllr Patrick substituted for the Conservative vacancy.
 - 3) In the absence of Cllr Sheard, Cllr Pandor was appointed as Chair for the meeting.
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2 Minutes of Previous Meeting

To approve the Minutes of the meeting of the Committee held on 13 February 2018.

The minutes of the meeting of the Committee held on 13 February 2018 were approved as a correct record.

3 Interests

The Councillors will be asked to say if there are any items on the Agenda in which they have disclosable pecuniary interests, which would prevent them from participating in any discussion of the items or participating in any vote upon the items, or any other interests.

There were no interests declared.

4 Admission of the Public

Most debates take place in public. This only changes when there is a need to consider certain issues, for instance, commercially sensitive information or details concerning an individual. You will be told at this point whether there are any items on the Agenda which are to be discussed in private.

It was agreed that agenda items 10 and 11 would be considered in private session.

5 Member Question Time

To consider questions from Councillors.

No questions were received.

6 Deputation/Petitions

The Committee will receive any petitions and hear any deputations from members of the public.

A deputation is where up to five people can attend the meeting and make a presentation on some particular issue of concern. A member of the public can also hand in a petition at the meeting but that petition should relate to something on which the body has powers and responsibilities.

In accordance with Council Procedure Rule 10 (2), Members of the Public should provide at least 24 hours' notice of presenting a deputation.

No deputations or petitions were received.

7 Sickness absence in 2017/18 and 2018/19

To consider an update on the work being undertaken by services to manage sickness absence

Contact: Deborah Lucas – 01484 221000.

- 1) That the update on sickness management be noted.
- 2) That the Committee supports proposals to improve the quality of attendance management information and the development of a Workforce Health and Wellbeing Strategy.
- 3) That as part of development work, consideration be given to clarifying arrangements for councillor oversight of sickness absence and management.

8 Employee Relations Sub Committee - 25 January 2018

To receive the minutes of the Sub Committee meeting held on 25 January 2018

Contact: Steve Copley – 01484 221000.

That the minutes of the meeting of the Employee Relations Sub Committee held on 25 January 2018 were noted.

9 Exclusion of the Public

To resolve that under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.

The Committee resolved that under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.

10 Update on Human Resources and Industrial Relations and Trade Union Relationships in the Council

To consider:-

- (a) A general update on developments in the period since the Personnel Committee on 13 February 2018, and

- (b) A specific update on the work being undertaken to follow up on the outcome of the Employee Relations Sub Committee meeting on 25 January 2018

Contact: Deborah Lucas and Karl Battersby – 01484 221000.

- 1) That the update on developments since the last meeting of the Committee be noted.
 - 2) That the proposed approach concerning untaken leave be endorsed by the Committee.
 - 3) That a further report on the funding of the Cleansing Review be submitted to the Employee Relations Sub Committee.
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11 Succession Planning and Managing Change

To receive an update on developments in the period since the Personnel Committee on 13 February 2018.

Contact: Jacqui Gedman Tel: 01484 221000

- 1) That the Committee note the update on the senior management structure.
 - 2) That approval be given to extend the temporary arrangements for the posts of Strategic Director of Corporate Strategy and Service Director, Economy and Infrastructure to a maximum of 31 December 2018.
 - 3) That the Personnel Committee consider a further report at a future meeting on the future senior leadership arrangements.
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