

Committee: Personnel Committee
Date: Wednesday 9 December 2015
Time: 6.30 pm
Venue: Bodicote House, Bodicote, Banbury, OX15 4AA

Membership

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|---|---|
| Councillor Lynn Pratt (Chairman) | Councillor Lynda Thirzie Smart (Vice-Chairman) |
| Councillor Ken Atack | Councillor Andrew Beere |
| Councillor Norman Bolster | Councillor Mark Cherry |
| Councillor Ian Corkin | Councillor Melanie Magee |
| Councillor James Porter | Councillor G A Reynolds |
| Councillor Bryn Williams | Councillor Barry Wood |

AGENDA

1. Apologies for Absence and Notification of Substitute Members

2. Declarations of Interest

Members are asked to declare any interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

3. Urgent Business

The Chairman to advise whether they have agreed to any item of urgent business being admitted to the agenda.

4. Minutes (Pages 1 - 6)

To confirm as a correct record the Minutes of the meeting of the Committee held on 11 March 2015 and 19 May 2015.

5. **Chairman's Announcements**

To receive communications from the Chairman.

6. **Investors in People Accreditation** (Pages 7 - 14)

Report of Head of Transformation.

Purpose of Report

To outline the new Investor in People (IIP) standard and assessment rules and to recommend that the Council ceases subscription to the standard and associated accreditation process.

Recommendations

The meeting is recommended:

- 1.1 To agree that the external IIP assessment and accreditation process no longer be undertaken.
- 1.2 To agree that the resources associated with the IIP accreditation process be reprioritised in light of the Council's strong performance culture, underpinned by a positive and engaging approach to industrial relations and employee development, which is clearly linked to our business priorities, as evidence of the need to continually challenge how we represent value for money and added value in all that we do.
- 1.3 To note that the same recommendation is being made to SNC Appointments and Personnel Committee.

7. **Employment Statistics Quarter four: 01 January to 31 March 2015 Quarter one: 01 April to 30 June 2015 Quarter two: 01 July to 30 Sept 2015** (Pages 15 - 28)

Report of Head of Transformation.

Purpose of report

To detail employment statistics for information and monitoring purposes.

Recommendations

The meeting is recommended to:

- 1.1 Note the contents of the report.

8. **Exclusion of the Public and Press**

The following report contains exempt information as defined in the following paragraphs of Part 1, Schedule 12A of Local Government Act 1972.

1 – Information relating to any individual

2 – Information which is likely to reveal the identity of an individual

Members are reminded that whilst the following item has been marked as exempt, it is for the meeting to decide whether or not to consider it in private or in public. In making the decision, members should balance the interests of individuals or the Council itself in having access to the information. In considering their discretion members should also be mindful of the advice of Council Officers.

Should Members decide not to make a decision in public, they are recommended to pass the following recommendation:

“That under Section 100A of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the ground that, if the public and press were present, it would be likely that exempt information falling under the provisions of Schedule 12A, Part 1, Paragraphs 1 and 2 would be disclosed to them, and that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.”

9. **Employment Statistics Quarter four: 01 January to 31 March 2015 Quarter one: 01 April to 30 June 2015 Quarter two: 01 July to 30 Sept 2015 - Exempt appendices** (Pages 29 - 34)

Exempt Appendices.

10. **CDC Sickness Absence Monitoring Committee Report - Qtr 4 2014-15 Qtr 1 2015-16 Qtr 2 2015-16** (Pages 35 - 52)

Exempt report of Head of Transformation

Pay Grades April 2015 - March 2016 - For Information

Councillors are requested to collect any post from their pigeon hole in the Members Room at the end of the meeting.

Information about this Meeting

Apologies for Absence

Apologies for absence should be notified to

democracy@cherwellandsouthnorthants.gov.uk or 01295 221591 prior to the start of the meeting.

Declarations of Interest

Members are asked to declare interests at item 2 on the agenda or if arriving after the start of the meeting, at the start of the relevant agenda item.

Local Government and Finance Act 1992 – Budget Setting, Contracts & Supplementary Estimates

Members are reminded that any member who is two months in arrears with Council Tax must declare the fact and may speak but not vote on any decision which involves budget setting, extending or agreeing contracts or incurring expenditure not provided for in the agreed budget for a given year and could affect calculations on the level of Council Tax.

Evacuation Procedure

When the continuous alarm sounds you must evacuate the building by the nearest available fire exit. Members and visitors should proceed to the car park as directed by Democratic Services staff and await further instructions.

Access to Meetings

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named below, giving as much notice as possible before the meeting.

Mobile Phones

Please ensure that any device is switched to silent operation or switched off.

Queries Regarding this Agenda

Please contact Lesley Farrell, Democratic and Elections
lesley.farrell@cherwellandsouthnorthants.gov.uk, 01295 221591

Sue Smith
Chief Executive

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