

Cherwell District Council

Personnel Committee

Minutes of a meeting of the Personnel Committee held at Bodicote House, Bodicote, Banbury, OX15 4AA, on 14 December 2011 at 6.30 pm

Present: Councillor Victoria Irvine (Chairman)
Councillor Lawrie Stratford (Vice-Chairman)

Councillor Ken Atack
Councillor Norman Bolster
Councillor Russell Hurle
Councillor Mike Kerford-Byrnes
Councillor Alaric Rose
Councillor Lynda Thirzie Smart
Councillor Barry Wood

Substitute Members: Councillor Lynn Pratt (In place of Councillor Rose Stratford)

Apologies for absence: Councillor George Parish
Councillor G A Reynolds
Councillor Rose Stratford

Officers: Martin Henry, Director of Resources / Section 151 Officer
Stephanie Rew, HR Manager
James Doble, Democratic, Scrutiny and Elections Manager

13 Declarations of Interest

There were no declarations on interest.

14 Petitions and Requests to Address the Meeting

There were no petitions or requests to address the meeting.

15 Urgent Business

There was no urgent business.

16 Minutes

The minutes of the meeting held on 7 July 2011 were agreed as a correct record and signed by the Chairman.
The Chairman placed on record her thanks to Anne-Marie Scott, head of Transformation who would be leaving the council in the New Year to take up post at the London Borough of Hounslow.

17 **Occupational Health and Welfare Policy - Drugs and Alcohol**

The Head of Transformation submitted a report to consider the Council policy in relation to Drugs and Alcohol. In response to a question from members it was confirmed that whilst the policy could be applied to volunteers, it was not possible to apply the policy to elected members, as they were not employees of the authority but office holders under the authority who held their position by virtue of statute law and the only restrictions on office holders was contained in legislation.

Resolved

- (1) That the revised Drugs and Alcohol Policy be approved.

18 **Employment Statistics Quarter 2 - 2011/2012**

The Head of Transformation submitted a report detailing the employment statistics, by Directorate, for information and monitoring purposes. Members raised a number of questions regarding the statistics and answers were provided.

Resolved

- (1) That the report be noted.

19 **Exclusion of the Public and Press**

Resolved

That, in accordance with Section 100A(4) of Local Government Act 1972, the press and public be excluded from the meeting for the following items of business, on the grounds that they could involve the likely disclosure of exempt information as defined in paragraph 4 of Schedule 12A of that Act.

20 **Human Resources Update: Joint working**

The Head of Transformation submitted an update report on joint working.

Resolved

- (1) That the report be noted.

The meeting ended at 6.57 pm

Chairman:

Date: