

KENT COUNTY COUNCIL

PERSONNEL COMMITTEE

MINUTES of a meeting of the Personnel Committee held at County Hall, Maidstone, Kent on Friday, 16 May 2008.

PRESENT: Mr P B Carter (Chairman), Mr N J D Chard, Ms A Harrison, Mr D Hirst, Mr A King, Mr K Lynes, and Mr G Rowe.

ALSO PRESENT: Mr R G Parry.

IN ATTENDANCE: Mr G Wild, Director of Law and Governance, Mrs A Beer, Director of Personnel and Development and Mrs M Cooper, Democratic Services Manager.

UNRESTRICTED ITEMS

6. **Declarations of Interest**

There were none.

7. **Minutes** *(Item A3)*

RESOLVED that the Minutes of the meeting held on 1 February 2008 are correctly recorded and that they be signed by the Chairman.

8. **Workforce Planning Update** *(Item A4 – Report by Deputy Leader of the Council and Director of Personnel and Development)* *(Mr N Fairburn, Workforce Development Officer, was in attendance for this item)*

RESOLVED that:-

- (a) the progress made towards Integrated Workforce Planning with our Partners in Kent be noted; and
- (b) a further report be submitted to the Committee on completion of the research and this report to include details of where legislation or government policy is hampering workforce planning and development in Kent.

9. **Staff Survey Presentation** *(Item A5)*

- (1) The Committee received a presentation on information received following a recent staff survey.
- (2) RESOLVED that a further report be submitted to the Committee showing outcomes by Directorate and agreed action plans resulting from the survey.

10. Staffing Levels

(Item A6 – Report by Deputy Leader of the Council and the Director of Personnel and Development)

RESOLVED that:

- (a) the report be noted; and
- (b) reports be submitted to the next meeting of the Committee to include vacancy levels; sickness absence procedures and reasons for absence by Directorate, details of recruitment panels with no diversity trained members; further breakdown of externally funded posts with details of KCC's position if funding is withdrawn and potential ways to recruit and retain young people.

11. Pay and Reward

(Item A7 – Report by Deputy Leader of the Council and the Director of Personnel and Development)

(1) The Committee noted that Kent County Council had won the category for "Total Reward" at the Public Sector People Managers' Association Award Ceremony on 30 April. This award recognised the impact Kent had made with the delivery of its reward strategy.

(2) RESOLVED that:

- (a) the success of the wider developments which had resulted from Single Status be acknowledged and the extensive employment package available and its communication using the concept of Total Reward be recognised and endorsed;
- (b) a confidential report be prepared for Chief Officer Group and reviewing pay scales with options for change, impact of living/working longer, and the allocation of Managing Directors' allocation of performance rewards to Directors and a breakdown of TCP payments by business unit; and
- (c) the Committees' congratulations be recorded for the Total Reward award.

12. Disciplinary and Grievance Activity

(Item A8 – Report by Deputy Leader of the Council and the Director of Personnel and Development)

RESOLVED that the six monthly report on Employee Relations Activity be noted.