



Minutes

Name of meeting	EMPLOYMENT COMMITTEE
Date and time	MONDAY, 7 MARCH 2011 COMMENCING AT 10.00 AM
Venue	COMMITTEE ROOM ONE, COUNTY HALL, NEWPORT, ISLE OF WIGHT
Present	Cllrs David Pugh (Chairman), Dawn Cousins, Heather Humby, Roger Mazillius
Officers Present	Davina Fiore, Claire Shand, Paul Thistlewood
Apologies	Cllrs Edward Giles, John Howe

22. [Minutes](#)

RESOLVED :

THAT the Minutes of the meeting held on [17 January 2011](#) be confirmed.

23. [Declarations of Interest](#)

Councillor David Pugh declared a personal interest in minute 25 as his partner was an employee of the Council.

24. [Confirmation of Chief Officer Appointments](#)

The Director of Corporate Governance presented the report of the Chief Executive which indicated the appointments that had been made to the various posts within the revised chief officer structure. The committee was reminded that it had approved the revised structure at its last meeting.

Members were informed that although the posts of Assistant Chief Fire Officers were not member level appointments these had been included due to pay scales. Additionally there were currently three such posts and there was a consultation process being undertaken to reduce these down to two in the first instance and then one in the longer term. It was also noted that the titles of some posts may change to reflect some adjustments in areas of responsibility.

The committee requested that figures should be circulated to them showing the overall salary costs of the revised structure compared to those for the previous structure at head of service level and above. Additionally the redundancy costs involved in moving to the new structure were also sought.

Strategic Directors were now in the process of completing the staffing structures below head of service level. This was being undertaken within tight timescales.

RESOLVED :

THAT confirmation of the post holders in their respective posts, subject to the change to the number of Assistant Chief Fire Officer posts, be agreed and the Chief Executive use his delegated powers to make any further adjustments necessary.

25. Sickness Absence Monitoring Information

The Head of Human Resources reported on an analysis of sickness absence for quarter 3 2010-2011. She reminded members of the measures approved at the last meeting in connection with a revised attendance management policy and wellbeing strategy. In producing an overview of absence the four main causes were highlighted. These related to musculo-skeletal, infections, operations/post operation recovery and mental health.

With regard to musculo- skeletal absence emphasis was being given to specific health and safety training on manual handling and use of display screen equipment. Infections were normally seen as unavoidable illnesses. Staff working within social care were particularly affected due to the need to reduce contact with vulnerable clients. There had been an increase in quarter 3 in absence through operations/post operation recovery. Occupational health was now more proactive in this area to help get staff back to work as quickly as possible. Absence as the result of mental ill health had risen by the end of quarter 3 in comparison to the full year data for 2009/10..

Data for absence by days of the week was also reported. This indicated a higher absence on a Monday or Friday. Steps that were being taken to address this were outlined and the situation would be carefully monitored.

The committee believed that it would be beneficial to take out the absence data for schools together with absences of greater than six weeks or more. This would then assist them in gaining a better understanding of the average data and performance against the target of eight working days per employee in 2011-2012 and against the target of 8.5 days in 2010-2011.

RESOLVED :

That the report be noted and the targets set for average working days lost within the current financial year and the next financial year be ratified.

CHAIRMAN