

**MINUTES OF THE PERSONNEL COMMITTEE  
HELD ON**

28 November 2024

7.00 - 7.37 pm

**PRESENT**

**Committee Members**

Councillor Dan Swords (Chair)  
Councillor Hannah Ellis (Vice-Chair)  
Councillor David Carter  
Councillor Joel Charles  
Councillor Tony Edwards  
Councillor James Griggs  
Councillor Luke Howard  
Councillor Nicky Purse

**Officers**

Adam Rees, Senior Governance Support Officer  
Clare Seymour, Senior HR Advisor  
Natasha Terrell, Assistant Director - Governance, HR and Legal

9. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Lanie Shears.

10. **DECLARATIONS OF INTEREST**

None.

11. **MINUTES**

**RESOLVED** that the minutes of the meeting held on 26 September 2024 are agreed as correct record and signed by the Chair.

12. **WRITTEN QUESTIONS FROM THE PUBLIC**

None.

13. **WRITTEN QUESTIONS FROM COUNCILLORS**

None.

14. **HR POLICY UPDATES**

The Committee received a report on HR policy updates.

**RESOLVED** that the Committee:

**A** Approved the Foster Carers Leave Policy.

**B** Noted the work being undertaken to update other HR policies which will be submitted to future meetings.

15. **WORKFORCE STATISTICS**

The Committee received a report on workplace statistics for Quarter 2 of 2024/25.

Natasha Terrell, Assistant Director – Governance, HR and Legal said that information could be provided on staff turnover rate over the past year, and this could be compared, where available, to other local authorities. She also said that more information could be provided about mental health support in the next available staff bulletin.

Themes from return to work interviews could be reviewed by HR with an update provided to Committee members at the next Committee. Information could also be sought from Housing on how they deal with difficult cases including use of escalation and/or case rotation.

**RESOLVED** that the Committee noted the information and statistics provided in Appendix A and Appendix B to the report.

16. **MATTERS OF URGENT BUSINESS**

None.

CHAIR OF THE COMMITTEE