



Civic Centre,
Arnot Hill Park,
Arnold,
Nottinghamshire,
NG5 6LU

Agenda

Appointments and Conditions of Service Committee

Date: **Friday 15 September 2017**

Time: **10.00 am**

Place: **Chappell Room**

For any further information please contact:

Alec Dubberley

Service Manager, Democratic Services

0115 9013906

Appointments and Conditions of Service Committee

Membership

Chair Councillor John Clarke

Vice-Chair Councillor Michael Payne

Councillor Michael Adams
Councillor Chris Barnfather
Councillor Bob Collis
Councillor Marje Paling
Councillor Colin Powell

AGENDA

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1 Apologies for Absence and Substitutions.

2 To approve, as a correct record, the minutes of the meeting held on 28 March 2017. 5 - 6

3 Declaration of Interests.

4 Any other item which the Chair considers urgent.

5 Exclusion of the Press and Public

To move that under Section 100(A)(4) of the Local Government Act 1972 the public and press be excluded from the meeting during consideration of the ensuing report on the grounds that the report involves the likely disclosure of exempt information as defined in Paragraph 4 of Part 1 of Schedule 12A of the Local Government Act 1972.

6 Review of absence management policy and procedure 7 - 40

Report of the Chief Executive and Service Manager, Organisational Development.

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MINUTES APPOINTMENTS AND CONDITIONS OF SERVICE COMMITTEE

Tuesday 28 March 2017

Councillor John Clarke (Chair)

Councillor Michael Payne
Councillor Chris Barnfather
Councillor Bob Collis

Councillor Kevin Doyle
Councillor Marje Paling
Councillor Colin Powell

Apologies for absence: Councillor Michael Adams

Officers in Attendance: D Archer, J Robinson and A Dubberley

72 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies were received from Councillor Adams with Councillor Doyle attending as substitute.

73 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 8 DECEMBER 2016.

RESOLVED:

That the minutes of the above meeting, having been circulated, be approved as a correct record.

74 DECLARATION OF INTERESTS.

None.

75 RECOGNITION OF LONG SERVICE

The Chief Executive introduced a report, which had been circulated prior to the meeting, proposing changes to how the Council recognises long serving staff members. The report had already been considered and endorsed by the Joint Consultative and Safety Committee (JCSC) which made an additional comment for consideration to be given to awarding a lapel pin to employees with 10 years' service.

RESOLVED:

- 1) To vary Council policy through adoption of the original proposals made by Senior Leadership Team as detailed in section 3 of the report with effect from 1 April 2017; and

- 2) Not to accept the additional proposal offered by the JCSC, to award long-service lapel badges at ten years' service.

76 RETURNING OFFICER FEE FOR LOCAL AND PARISH ELECTIONS

The Service Manager Elections and Members' Services introduced a report, which had been circulated prior to the meeting, proposing minor changes to the level of fees for election staff when working on local and parish council elections.

RESOLVED to:

- 1) Approve the level of fees associated with the post of Returning Officer for local elections and parish elections as detailed in Appendix One to the report;
- 2) Note the scale of fees for all roles other than that of Returning Officer; and
- 3) Note that the Returning Officer's fees for parliamentary elections and other national polls are set nationally.

77 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None

The meeting finished at 4.50 pm

Signed by Chair:
Date:

By virtue of paragraph(s) 4 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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