

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE SPECIAL SUB-GROUP

23 February 2012

Present: Councillor M Stanley in the Chair

Councillors Hayfield, Phillips, Smith and Sweet

Councillors Humphreys, Moore and Pickard were also in attendance.

1 **Declarations of Personal or Prejudicial Interests**

Any personal interests arising from the membership of Warwickshire County Council of Councillors Hayfield and Sweet and membership of the various Town/Parish Councils of Councillors Phillips (Kingsbury) and M Stanley (Polesworth) were deemed to be declared at this meeting.

2 **Review of Flexible Working Policy and Leave Guidance**

The Assistant Director (Finance and Human Resources) reported on a review and update of the Flexible Working Policy and Leave Guidance.

Resolved:

- a **That the revised Flexible Working Policy and Leave Guidance attached as an Appendix to the report of the Assistant Director (Finance and Human Resources) be adopted; and**
- b **That a review of the Flexible Working Policy and Leave Guidance be submitted to the Sub-Group in 12 months time.**

3 **Progress Report on Human Resources Issues**

The Assistant Director (Finance and Human Resources) reported on progress against the Human Resources Strategy Action Plan, work being done by the Human Resources team, the sickness levels for the period of April 2011 to December 2011 and provided some further information on action taken in managing absence.

Resolved:

That the report be noted.

4 **Human Resources Strategy**

The Assistant Director (Finance and Human Resources) presented a revised Human Resources Strategy for Members for consideration.

Resolved:

- a **That the five year Human Resources Strategy be approved: and**
- b **That the Strategy is reviewed in 2016.**

5 **Exclusion of the Public and Press**

Resolved:

That under Section 100A (4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Schedule 12A to the Act.

6 **Accommodation Project – Presentations and Appointment of Project Manager**

The Sub-Group was informed of the progress made to date in the appointment of a Project Manager. Members received a presentation from the short listed tenderer.

Resolved:

That Coventry City Council's Major Projects Team be appointed to the role of Project Manager for the Accommodation Project.

M Stanley

Chairman