



**DEMOCRATIC SERVICES  
ACTION SHEET – HUMAN RESOURCES COMMITTEE**

<b>Date of Meeting</b>	<b>Ref/ Min no</b>	<b>Title of Report/ Description</b>	<b>Action and Deadline</b>	<b>Responsible officer</b>	<b>Action taken and date completed</b>
10 <sup>th</sup> April	58.04/14	Minutes of the last meeting	Agreed	Sam Mahony	Minutebook for the year due to be signed
	60.04/14	Organisational Restructure	Councillors requested that full equalities impact assessment be emailed to the Members.	Rachel Falla/ Richard Billingham	To be actioned
			Councillor Gollop suggested he raise key indicators that could be considered over time to ensure and measure performance and impact on service delivery with the Senior Leadership Team with a view to including within future reports.	Councillor Gollop to raise with SLT	15 <sup>th</sup> May meeting report
			The report was noted		
	61.04/14	Overtime payments BG11+	A report regarding the decision to cease temporary incremental increases (along with overtime over BG11) would come to the next committee regarding that element.	Alex Holly	Likely to July meeting. Next Overtime report = Nov
			The report was noted, exemptions to remain as per current process. Return as usual for six monthly updates (next = November 2014)	Alex Holly	November 2014
	62.04/14	Date of Next Meeting	New meeting of 15 <sup>th</sup> May agreed as formal meeting although no agenda conference required.		

Date of Meeting	Ref/ Min no	Title of Report/ Description	Action and Deadline	Responsible officer	Action taken and date completed
		Date of Next Meeting (Chairs Business)	Chair requested that the HR Committee consider the living wage and the progress made on the matter by the Fairness commission. GG to highlight with officers of the Fairness Commission. Officers to report back to the next committee if possible.	Richard Billingham/ Alex Holly/ Cllr Gollop	Next meeting May 15 <sup>th</sup> , following as 3 <sup>rd</sup> July.