



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

Date of Meeting	Ref/ Min no	Title of Report/ Description	Action and Deadline	Responsible officer	Action taken and date completed
10 <sup>th</sup> April	58.04/14	Minutes of the last meeting	Agreed	Sam Mahony	Minutebook for the year due to be signed  Completed on 15 <sup>th</sup> July – Minute Book sent to B-Bond
	60.04/14	Organisational Restructure	Councillors requested that full equalities impact assessment be emailed to the Members.	Rachel Falla/ Richard Billingham	To be actioned
	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
3 <sup>rd</sup> July	6.07/14	Forward Plan	Following items to be included:- <ul style="list-style-type: none"> <li>• Use of compromise agreements</li> <li>• Organisational restructure (standing item)</li> <li>• Relevant policy changes</li> </ul> It was also agreed that updates on any staffing impact from Single Change	Alex Holly	

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			Programme should be reported initially to the Chair, Vice-chair and party leads via the agenda briefing (with a view to members advising as and when a formal report(s) to the Committee was required		
	11.7/14	Work Programme 2014-15	<p>The following additions/ adjustments were agreed:</p> <ul style="list-style-type: none"> <li>• A report on harmonising pension arrangements for public health staff to be scheduled for Sept or Nov 2014</li> <li>• A report on taking forward the living wage proposals to be scheduled for Sept 2014</li> </ul>	Alex Holly	
	13.7/14	Review of Agency Figures	It was noted that officers would respond separately to the point raised by the GMB about use of agency staff in elderly people's home.	Alex Holly	
	15.7/14	Organisation Restructure Update	In response to a question from the Chair, it was noted that officers would clarify the position in relation to security staff in the context of the Bristol Workplace project.	Alex Holly	