

**NOTTINGHAM CITY HOMES**

**ITEM: 4**

**HUMAN RESOURCES COMMITTEE**

**MINUTES** of the **Public Meeting** held on **15 JULY 2008** at 14 Hounds Gate from 5.30 pm to 6:55 p.m.

**Board Members:**

Peter Linford  
David Liversidge  
Paul Rowe - Chair  
Janet Storar

**Also in Attendance:**

Mark Andrew	Interim HR Consultant
Janet Locker	Senior Governance Officer
Raj Patel	Head of Organisational Development & Learning
Martinette Proud	Interim Director of Organisational Development
Ian Rabett	Head of Health & Safety

**07/21 WELCOME, INTRODUCTIONS & CHAIR'S ANNOUNCEMENTS**

The Chair welcomed the attendees.

**07/22 APOLOGIES FOR ABSENCE**

None.

**07/23 DECLARATIONS OF INTEREST**

None.

**07/24 MINUTES OF THE MEETING HELD ON 15 JANUARY 2008**

The Committee adopted the minutes as a true and accurate record of the meeting.

**07/25 PERFORMANCE MANAGEMENT UPDATE**

The Interim Director of Organisational Development introduced the report and advised that additional commentary had been added following the comments at the previous Committee meeting.

The Committee was informed that Unison had called two strike days for 16 and 17 July 2008. The Committee was assured that arrangements were in place and tenants had been informed.

**The Committee noted the report.**

**07/26            WORKFORCE DEVELOPMENT PLAN 2008/09 & MANAGEMENT  
COMPETENCY**

The Head of Organisational Development & Learning (HODL) introduced the Workforce Development Plan.

A discussion was held on the position of the middle managers where it had been deemed not appropriate to offer development. The HODL informed the Committee that the previous assessment centre testing had not taken into account on the job competency. It was reported that the middle managers who had been previously in the "red" zone were no longer perceived to be.

The Workforce Development Plan has been developed to support all its employees to deliver the Company's' vision to deliver excellent services.

**RESOLUTIONS:**

**The Committee:**

- 1.     Approved the Nottingham City Homes Workforce Plan; and**
- 2.     Noted the remainder of the report.**

**07/27            HUMAN RESOURCES COMMITTEE ACHIEVEMENTS 2007 – 2008**

The Interim Director of Organisational Development presented the report which outlined the Committee's achievements for the 2007-08 and included the Committee's workplan for the forthcoming year. It was agreed that the Committee's workplan and forward plan would be amalgamated.

**RESOLUTIONS:**

**The Committee:**

- 1.     Noted the report;**
- 2.     Agreed the workplan for 2008/09; and**
- 3.     Agreed that the report be presented to the Board on 31 July 2008.**

**07/28            NCH APPRENTICESHIP AND TRAINEESHIP SCHEMES**

The Head of Organisational Development & Learning presented the report which outlined the proposal agreed by the Executive Management Team for improving the Company's apprenticeship and traineeships schemes.

The Committee was advised that there had been concerns regarding PATRA trainees not completing their training and the Company had taken the decision to discontinue the scheme. PATRA Deputy Chief Executive had been informed.

**The Committee noted the report.**

**07/29            DATE OF NEXT MEETING**

The HR Committee was advised that the date of the next meeting is scheduled for 14 October 2008 in the Board Room, 14 Hounds Gate, Nottingham, NG1 7BA at 5.30pm.

**The meeting closed at 6.50 pm**

**SIGNED..... DATE.....**