

**MINUTES OF A MEETING OF THE MANAGEMENT TEAM
HELD ON 10th JULY, 2018**

PRESENT: D. Langton, P. Mousdale, N. Watson, J. Whittakers, D. Walker, H. Culshaw,
P. Atkinson, S. Guinness, L. Ritchie and J. Watson

ALSO ATTENDING: S. Agnew, S. Tisdale, S. Farnell and M. Payne

34. MINUTES

The Minutes of the Management Team meeting held on 26th June, 2018 were submitted.

AGREED

That the Minutes be approved.

35. TIMETABLE FOR FUTURE MEETINGS AND POLICY AND RESOURCES WORK PROGRAMME

The timetable for future meetings was submitted for consideration in conjunction with the Policy and Resources Work Programme.

AGREED

That items for future meetings be forward to Jane Watson. **All Management Team**

36. STAFF FOCUS GROUPS/IIP – FEEDBACK

Feedback from the second round of staff focus group meetings held on 21st June was presented to Management Team by Sandra Farnell and Martin Payne. They presented a detailed account of the feedback received.

Again 25 people had been selected at random to take part in the groups. It was reported that from January 16 of the standards had remained the same and 11 improved.

Due to insufficient evidence 3 themes had not met the standard overall:

Creating transparency and trust
Living the organisation's values
Recognising and rewarding people

It was felt that staff had spoken freely and honestly and the improvements made were acknowledged.

AGREED

(1) That the feedback be circulated to the delegates and interviewers.

- (2) That the feedback be included in the IIP action plans within each Service Area and discussions be held between each Service Manager and the Human Resources Manager with regards the 'next steps.'

37. WORKFORCE STRATEGY REVIEW

The Human Resources Manager submitted a report on the Workforce Strategy for 2018-2020. The Strategy had been updated to reflect the ongoing organisational development work that had taken place and the need to invest in leadership and skills development.

AGREED

That, subject to some minor amendments, the Workforce Strategy for 2018-2-20 be approved.

Lesley Ritchie

38. HEALTH AND WELLBEING WORK PROGRAMME

The Human Resources Manager submitted, for information, a half yearly report on activity for the Health and Wellbeing Programme.

39. LOMESHAYE DEVELOPMENT BRIEF

The Planning, Building Control and Licensing Services Manager submitted a report on the requirement to adopt a Development Brief for the extension to the Lomeshaye Industrial Estate.

RESOLVED

That the report be submitted to the next meeting of the Policy and Resources Committee for consideration.

**Neil Watson/
Jane Watson**

40. POLICY AND RESOURCES COMMITTEE

The agenda and reports for the Policy and Resources Committee on 24th July were submitted for consideration.

AGREED

That, subject to minor amendments to some reports, the agenda and reports be approved.

All Management Team

41. OUTSTANDING REPORTS

Reports on the Apprenticeship Levy and the Animal Licensing Legislation would be submitted to the next meeting.

**Lesley Ritchie/
Neil Watson**

