

ACTION LIST
MEETING OF MONMOUTHSHIRE COUNTY COUNCIL
22nd September 2016

MINUTE NUMBER AND SUBJECT	ACTION TO BE TAKEN	TO BE ACTIONED BY	PROGRESS
Item 6 Motion – Velothon 2017	To confirm that the Velothon would not coincide with the Abergavenny Cycle Festival, or any such event. K. Beirne agreed to check and confirm.	K. Beirne	
Item 7 Motion – Zero Hours Contract	To forward breakdown of the non-defined hours contracts within the organisation with covering email – prior to the discussion at October Council.	Cllr P. Murphy	Sally Thomas agreed with Cllr Taylor to bring report to December Full Council
Item 8 Annual Improvement Report	To provide further information regarding the incorrect recording of sickness data	Mr. D. Wilson – WAO	In the Council’s Assessment of Performance report “How we performed 2014/15 – Improvement Plan Stage 2”, the Council reported that “Average sickness days per employee (FTE) reduced to 9.8 days with improved accuracy of data collection contributing to this.” The Council calculated the average days lost due to sickness of 9.8 by dividing the total days lost in 2014/15 of 25,930 by the total number of Council employees - 2,607.23. Though based on these figures, the average days lost would have been 9.9 not 9.8. As part of our data quality testing, we asked the Council to re-run the data

			<p>extraction report and this produced a figure of 26,967 lost days which was 1,037 lost days more than the figure of 25,930 used by the Council to produce its Assessment of Performance report 2014/15.</p> <p>When dividing 26,967 lost days by the number of employees, this results in a higher average number of sickness days per employee of 10.3 days not 9.8 as reported in the Council's Assessment of Performance 2014/15.</p> <p>We discussed this inaccuracy with the staff who provided the performance data, who indicated that the most likely reason for this was the late recording of sickness data by managers after the end of the financial year 2014-15.</p>
Item 10a Community Hub Proposals	To provide for further information regarding floor space, and publicly accessible areas.	W. McLean	Detailed information emailed to Cllr G. Howard.
Item 10b Stage 2 Improvement Plan	Members of Strong Communities Select requested a copy of the staff survey, as requested in July 2016. Request copy be sent to all members.	P. Davies	