

Public Agenda Pack



Minutes of a Meeting of the Human Resources Committee held in the John Meikle Room, The Deane House, Belvedere Road, Taunton TA1 1HE, on Wednesday, 9 October 2024 at 10.00 am

Present:

Cllr Theo Butt Philip (Chair)

Cllr David Fothergill
Cllr Faye Purbrick
Cllr Mike Stanton

Cllr Andy Kendall
Cllr Leigh Redman
Cllr Sarah Wakefield

40 Apologies for Absence - Agenda Item 1

Apologies were received from Councillors Mark Healey, Bente Height, Graham Oakes, Emily Pearlstone and Tony Robins.

41 Minutes from the Previous Meeting - Agenda Item 2

Resolved that the minutes of the Human Resources Committee held on 10 July 2024 be confirmed as a correct record.

42 Declarations of Interest - Agenda Item 3

There were no declarations of interest declared.

43 Public Question Time - Agenda Item 4

There were no public questions brought to The Committee.

44 HR Policy Forward Plan - Agenda Item 5

Sarah Welland, Service Manager HR Policy, and Projects introduced the report and the policy for approval. The following points were raised and discussed:

- Councillors sought assurance on how the policies that are outstanding differ from the legacy district policies.
- The Committee raised concerns about the number of policies that were in red and queried and sought assurance on why these policies were being left. Service Manager HR Policy, Sarah Welland confirmed that these policies are in place, and it is just a timeline of when a review is happening.
- Councillors had it confirmed that if The Committee feel that a policy is required to be reviewed earlier, they can request it be brought forward.

- The Committee queried the use of colours and RAG rating, and it was confirmed that changes would be made to certain columns to make the information clearer to understand.

1. Approve the attached revised proposed plan for completing the outstanding policy work, to show phased approach including the addition of a separate RAG rating column.

2. Agree to cease the arrangement agreed in October 2022 (that in addition to those policies requiring approval by HR Committee, any policy review resulting in significant impact to any of the former District Councils' policies would be presented as an update to the HR Committee for awareness purposes) via summary update where appropriate. In doing so, agree to revert to the former/standard process of only having those policies presented to HR Committee which require approval from HR Committee.

45 Health and Safety Policies - Agenda Item 6

Daniel Thomas, Health, and Safety Strategic Manager introduced the report and discussed the policies for sign off. The following points were raised and discussed:

- Councillors praised Daniel and his team on the report being very clear and well laid out.
- Councillors also praised the team for their recent award nomination for Somerset Councils Health and Safety application.
- Councillors queried whether or not the Council could benefit financially from selling the app to other councils. Daniel confirmed that this would be something that would be needed to be progressed in conjunction with ICT.
- Councillors raised concerns over the volunteer policy and the fact that volunteers often volunteer for Parish Councils as well as Somerset Council and sought assurance from Executive Director Alyn Jones on the insurances covering the volunteers.
- Councillors raised that the officers investigate the scope of the volunteer policy,

The Committee agreed to approve and confirm the following policies:

1. Fire Safety in the Workplace Policy
2. Young Workers Policy
3. Manual Handling Policy
4. Volunteer Policy
5. Work Equipment Policy.

46 Committee Work Plan - Agenda Item 8

The Committee considered and agreed the workplan for the next meeting.

47 Workforce Update - Agenda Item 7

Dawn Bettridge, interim service director of workforce introduced the presentation which gave an update on workforce matters. The following points were raised and

discussed:

- Councillors queried the number of FTE that have been capitalised.
- Councillors raised the risk of losing talent if Voluntary Redundancy (VR) was to be brought back as an option for staff.
- Councillors were pleased to see the knowledge transfer site in use.

RESOLVED. The Committee noted the update.

(The meeting ended at 11.45 am)

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CHAIR

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