

NOTICE OF MEETING

Meeting: HR COMMITTEE

Date and Time: THURSDAY, 16 SEPTEMBER 2021, AT 9.30 AM*

Place: COMMITTEE ROOM 1 - APPLETREE COURT, BEAULIEU ROAD, LYNDHURST, SO43 7PA

Enquiries to: Email: andy.rogers@nfdc.gov.uk
Tel: 023 8028 5070

PUBLIC PARTICIPATION:

Members of the public may watch this meeting live on the [Council's website](#).

*Members of the public may speak in accordance with the Council's public participation scheme:

- (a) immediately before the meeting starts, on items within the HR Committee's terms of reference which are not on the public agenda; and/or
- (b) on individual items on the public agenda, when the Chairman calls that item. Speeches may not exceed three minutes.

Anyone wishing to speak should contact the name and number shown above no later than 12.00 noon on Monday, 13 September 2021.

Colin Read
Interim Chief Executive

Appletree Court, Lyndhurst, Hampshire. SO43 7PA
www.newforest.gov.uk

This Agenda is also available on audio tape, in Braille, large print and digital format

AGENDA

Apologies

1. MINUTES

To confirm the minutes of the meetings held on 5 May 2021 and 23 June 2021 as a correct record.

2. DECLARATIONS OF INTEREST

To note any declarations of interest made by members in connection with an agenda item. The nature of the interest must also be specified.

Members are asked to discuss any possible interests with Democratic Services

prior to the meeting.

3. PUBLIC PARTICIPATION

To note any issues raised during the public participation period.

4. HR UPDATE (Pages 3 - 6)

To receive an update on HR matters since the last HR Committee meeting.

5. ANNUAL SICKNESS AND COVID ABSENCE REPORT (Pages 7 - 14)

To receive an update on the Councils approach to managing sickness absence, and trend data for the 2020/21 financial year, including Covid absence.

6. PERFORMANCE REVIEW COMPLETION REPORT (Pages 15 - 18)

To receive update on employee Performance Review completion across the Council, and the overall ratings given.

7. SUPPORTING WORKFORCE INCLUSION REPORT (Pages 19 - 22)

To note various measures reflecting the Council's commitment as an equal opportunities employer, and the ongoing positive practices that support this culture for the workforce.

8. WORKFORCE AGE PROFILE REPORT (Pages 23 - 26)

To note statistics relating to the Council's workforce age profile.

9. EMPLOYEE ASSISTANCE PROGRAMME - UPDATE

To note the latest position regarding provision of the Employee Assistance Programme.

10. DATES OF MEETINGS 2022/23

To agree the following dates of meetings for 2022/23 (Thursdays at 9.30 am):

9 June 2022
15 September 2022
12 January 2023
16 March 2023

11. ANY OTHER ITEMS WHICH THE CHAIRMAN DECIDES ARE URGENT

To:

Councillors

Edward Heron (Chairman)
Mark Steele (Vice-Chairman)
Hilary Brand
Keith Craze

Councillors

Kate Crisell
Michael Harris
Maureen Holding
Mahmoud Kangarani