

17 MARCH 2022

NEW FOREST DISTRICT COUNCIL

HR COMMITTEE

Minutes of a meeting of the HR Committee held on Thursday, 17 March 2022

* Cllr Edward Heron (Chairman)

Councillors:

- * Hilary Brand
- * Keith Craze
- Jill Cleary
- * Kate Crisell

Councillors:

- * Michael Harris
- * Maureen Holding
- Mahmoud Kangarani

*Present

Officers Attending:

Heleana Aylett, Alan Bethune, Andy Rogers and Kate Ryan

34 MINUTES

The minutes of the meeting held on 23 November 2021 were confirmed as a correct record.

35 DECLARATIONS OF INTEREST

There were no Declarations of Interest.

36 PUBLIC PARTICIPATION

There were no issues raised in the public participation period.

37 APPOINTMENT OF VICE CHAIRMAN OF THE COMMITTEE

RESOLVED:

That Cllr Jill Cleary be appointed Vice-Chairman of the Committee.

38 HR UPDATE REPORT

The Committee received an update on HR matters since the last meeting, which covered the following topics:

- Recognition Days
- Apprenticeships
- ITrent Upgrade
- Recruitment
- Exercise and Wellbeing Classes
- Employee Benefits
- Deaf Awareness Training
- Equality and Diversity Training

It was suggested that Equality and Diversity Training be made available to members, and officers would arrange this.

It was noted that NFDC provided payroll and HR services to the NPA, and it was asked whether the Council could offer these services to other organisations. In reply it was explained that significant difficulties arose where organisations had different terms and conditions, though the nature of the work done by the payroll team may be more transferable to other organisations. Accordingly, officers undertook to examine the feasibility of offering payroll services to other organisations.

RESOLVED:

That the report be noted.

39 MINUTES OF EMPLOYEE SIDE LIAISON PANEL

The Panel received and noted the draft notes of the Employee Side Liaison Panel minutes from the meeting held on 18 February 2022

40 HEALTH AND SAFETY QUARTERLY UPDATE

The Committee received the Health and Safety Quarterly Update, which covered the following topics:

- Safety Panel Feedback
- Accidents, Incidents and Near Misses
- Health and Safety Training
- Drug and Alcohol Policy

In respect of the accidents, incidents and near misses at paragraph 4 of the report (noted as RIDDOR), it was noted that some of these incidents appeared to be a result of individual staff choosing courses of action which were not in line with health and safety advice as set out by the employer. This brought not only risks on themselves but potentially on other people, and it was important to ensure managers focussed on addressing these issues day to day in team talks and in the culture. Additional training had also been put in place.

It was suggested that, to improve morale, staff be encouraged and supported in initiating out of hours social events.

RESOLVED:

That the report be noted.

CHAIRMAN