

SOUTH LAKELAND DISTRICT COUNCIL

South Lakeland House, Kendal, Cumbria LA9 4UQ

www.southlakeland.gov.uk



**You are requested to attend a meeting of
the Human Resources Committee
on Tuesday, 20 July 2021, at 3.00 p.m.
in the Assembly Room, Kendal Town Hall, Kendal**

Committee Membership

Councillors

Pat Bell
Philip Dixon
Rachael Hogg (Chairman)
Ali Jama
Brian Rendell
Matt Severn
Heather Troughton
Janet Willis (Vice-Chairman)
Shirley-Anne Wilson

Note – Where relevant, agendas for Members are labelled “Private Document Pack” and contain exempt information within the papers. Any relevant pages are marked as restricted within Agendas labelled “Public Document Pack”.

Note – Due to the ongoing Covid-19 Pandemic, any Members of the public who wish to attend the meeting, are required to contact committeeservices@southlakeland.gov.uk, at least 24 hours before the meeting.

Monday, 12 July 2021

Linda Fisher, Legal, Governance and Democracy Lead Specialist (Monitoring Officer)

For all enquiries, please contact:-

Committee Administrator: Courtney Langhorne

Telephone: 01539 733333

e-mail: committeeservices@southlakeland.gov.uk



AGENDA

Page Nos.

PART I

1 APOLOGIES

To receive apologies for absence, if any.

2 MINUTES

To authorise the Chairman to sign, as a correct record, the minutes of the meeting of the Committee held on 10 November 2020 (copy attached).

5 - 10

3 MINUTES OF APPEALS SUB-COMMITTEE

To receive the minutes of the meeting of the Appeals Sub-Committee held on 2 March 2021 (copy attached) and for the Chairman of that Sub-Committee to sign, as a correct record.

11 - 12

4 DECLARATIONS OF INTEREST

To receive declarations by Members of interests in respect of items on this Agenda.

Members are reminded that, in accordance with the revised Code of Conduct, they are required to declare any disclosable pecuniary interests or other registrable interests which have not already been declared in the Council's Register of Interests. (It is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting.)

Members may, however, also decide, in the interests of clarity and transparency, to declare at this point in the meeting, any such disclosable pecuniary interests which they have already declared in the Register, as well as any other registrable or other interests.

If a Member requires advice on any item involving a possible declaration of interest which could affect his/her ability to speak and/or vote, he/she is advised to contact the Monitoring Officer at least 24 hours in advance of the meeting.

5 LOCAL GOVERNMENT ACT 1972 - EXCLUDED ITEMS

To consider whether the items in Part II of the Agenda should be considered in the presence of the press and public.

6 ANNUAL SICKNESS ABSENCE REPORT 2020-21

To consider the Annual Sickness Absence Report for the period 1 April 2020 to 31 March 2021.

13 - 26

7 HUMAN RESOURCES POLICY UPDATES

To consider the update of a number of the Council's Policies:-

- Expenses Policy;
- Exceptional Effort/ Merit Payments;
- Purchase of Additional Leave; and
- Alcohol and Substance Misuse Policy.

27 - 52

8 WELLBEING SURVEY

To receive a verbal update on the results of the Wellbeing Survey.

PART II

Private Section (exempt reasons under Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006, specified by way of paragraph number)

9 JOINT CONSULTATIVE PANEL

53 - 56

- *Paragraph 4 - Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under the authority.*

To receive notes of the meeting of the Joint Consultative Panel held on 27 October 2020.

10 HEALTH, SAFETY AND WELLBEING COMMITTEE

57 - 66

- *Paragraph 2 - Information which is likely to reveal the identity of an individual.*

To receive the minutes of the meetings of the Health, Safety and Wellbeing Committee held on 1 December 2020 and 2 March 2021.

11 ORGANISATIONAL ESTABLISHMENT UPDATE

67 - 82

- *Paragraph 1, 2, 3, 4 - Information relating to any individual.*
- *Information which is likely to reveal the identity of an individual.*
- *Information relating to the financial or business affairs of any particular person (including the authority holding that information)*
- *Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under the authority.*

To consider the updated Organisational Establishment List.

12 FUTURE CHANGES TO THE ESTABLISHMENT

- *Paragraph 1, 3, 5 - Information relating to any individual.*
- *Information relating to the financial or business affairs of any particular person (including the authority holding that information)*
- *Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.*

To receive a verbal update on Future Changes to the Establishment.