

PERSONNEL COMMITTEE

(Council Chamber - Port Talbot Civic Centre)

Members Present:

2 December 2019

Chairperson: Councillor D.Jones

Councillors: A.J.Taylor and S.E.Freeguard

Non Voting Members: Councillors C.Clement-Williams, P.A.Rees and P.D.Richards

Officers in Attendance: S.Rees, D.Hopkins, C.Lewis, A.Hutchings, T.Owen, Julie.Moore and N.Headon

1. **Human Resources Chatbot**

The Committee received a demonstration and information in relation to the pilot of Human Resources Chatbot.

RESOLVED: That the report be noted.

2. **Workforce Information Report**

The Committee received an overview of the 2019/20 Quarter 2, Workforce Information Report, as detailed in the circulated report.

A discussion took place in relation to the increase in number of staff absent with a stress related illness. Officers explained that a report was on the agenda for the same meeting, providing Members with an overview of the Mental Health Project Action Plan, linked to the Time to Change Wales pledge, and including an update on actions already taken.

Members asked for data at the next meeting, breaking down mental health related illness by service area.

Officers explained that a Mental Health website was currently being developed which would direct employees to relevant help and support.

RESOLVED: That the report be noted.

3. **Equalities Employment Information 2018/2019**

Members were provided with Equalities Employment Information for the year 2018-2019.

Members were supportive of the report being published to the Council's website.

RESOLVED: That the report be noted.

4. **Workforce Plan Action Plan Update**

Members received an update on progress against the action plan set out in the Council's Workforce Plan 2018-2022.

Members highlighted that Mental Health in the workplace should be a priority.

RESOLVED: That the report be noted.

5. **Fair Play Employer Scheme Update**

Members received an update in relation to Chwarae Teg Fair Play Employee Scheme.

Officers highlighted they had received positive feedback from the workforce, although there were areas for improvement set out in the report. A report on progress would be brought to Committee in six months' time.

RESOLVED: That the report be noted.

6. **The Menopause Project**

Members were provided with information about the Menopause Project being led by the Human Resource Team.

It was noted that it was planned to run two more Menopause drop-in-sessions in Neath and Port Talbot Civic Centres.

RESOLVED: That the report be noted.

7. **Revised Domestic Abuse and Special Leave Policies**

Members were asked to approve the introduction of the revised Domestic Abuse and Special Leave Policies, as detailed in the circulated report.

RESOLVED: That introduction of the revised Domestic Abuse and Special Leave Policies, be approved.

8. **Time to Change Wales Employer Pledge - Action Plan**

Members were provided with an update in relation to progress made on the Action Plan developed as part of the Time to Change Wales Employer Pledge, which the Council signed up to during September 2019.

It was highlighted that a number of key actions had already been delivered throughout the Council, and the Project Group would continue to deliver the Action Plan going forward.

RESOLVED: That the report be noted.

9. **Amendments to the Local Government Pension Scheme Discretions**

Members were asked to approve the Neath Port Talbot County Borough Council Local Government Pension Scheme (LGPS) Employer Discretions Policy.

RESOLVED: That the Neath Port Talbot County Borough Council Local Government Pension Scheme (LGPS) Employer Discretions Policy, be approved.

10. **Access to Meetings**

RESOLVED: That pursuant to Section 100A(4) and (5) of the Local Government Act 1972, the public be excluded for the following items of business which involved the likely disclosure of exempt information as defined in Paragraph 12 and 13 of Part 4 of Schedule 12A to the above Act.

11. **Pay Update**

Members were provided with an update in relation to the national pay negotiations, as detailed in the private circulated report.

RESOLVED: That the report be noted.

CHAIRPERSON