

Name of Committee:	HR Committee		
Committee Date:	31 January 2024		
Report Title:	Reserve Forces Training and Mobilisation Policy – Increased Leave		
Responsible Officer:	Matt Goodwin, Executive Head of Internal Services		
Cabinet Lead:	Councillor Neil Bowdell		
Status:	Non-Exempt		
Urgent Decision:	No	Key Decision:	No
Appendices:	Updated Policy		
Background Papers:	N/A		
Officer Contact:	Name: David Fairall, Chief HR Officer Email: david.fairall@havant.gov.uk		
Report Number:	HBC/072		

Corporate Priorities:

Policy Development

Corporate Strategy - People First

Executive Summary:

- The most recent version of the Reserve Forces Training and Mobilisation Policy was approved and published in March 2021
- The amended version contains no changes other than transferring to the new policy template and increasing the number of special leave days the council offers reservists to attend training from 10 days to 15
- This has been agreed in principle by ELT and Unison, subject to HR Committee approval in accordance with the council's constitution

Recommendations:

That the HR Committee approves the proposed amendment to the Reserve Forces Training and Mobilisation Policy.

1.0 Introduction

- 1.1 It is proposed to increase the number of special leave days the council offers reservists to attend training from 10 days to 15
- 1.2 Whilst this would have minimal impact on the council itself, it allows Reservists greater opportunity to attend the required training (the Government website states there is likely to be a 15-day training course each year, plus some evenings and weekends) and obtain skills of value to the council
- 1.3 This would also assist in attracting and recruiting talented candidates who are or who would like to be Reservists

2.0 Background

- 2.1 The most recent version of the Reserve Forces Training and Mobilisation Policy was approved and published in March 2021
- 2.2 The wording of the amended version contains no changes other than increasing the number of leave days. It has, however, been transferred onto the new Council Policy template
- 2.3 This will further enhance the Council's credentials in retaining its Armed Forces Covenant Gold Award
- 2.4 It will minimise the need for Reservists to use their own paid or unpaid leave for any required training
- 2.5 This has been agreed in principle by ELT and Unison, subject to HR Committee approval in accordance with the council's constitution
- 2.6 Reference is made within a separate 'Other Leave' policy to this leave, so, should the change be agreed, the appropriate line will be amended following Committee approval

3.0 Options

- 3.1 The HR Committee could choose to approve or reject the amendment or seek further changes to the policy.

4.0 Relationship to the Corporate Strategy

- 4.1 People First and One Team: Ensuring the council has a set of policies to underpin good, safe and legal practices and procedures.

5.0 Conclusion

- 5.1 Whilst the additional leave would have minimal impact on the council itself, it allows Reservists greater opportunity to attend the required training and obtain skills of value to the council
- 5.2 This would also assist in attracting and recruiting talented candidates who are or who would like to be Reservists
- 5.3 The HR Committee is asked to review and approve the amended policy, so it can be communicated and published, as required.

6.0 Implications and Comments

- 6.1 S151 Comments: Members should be aware that whilst the recommendations to increase special leave from 10 to 15 days has no direct financial impact, it has a potential financial and/or performance impact via lost opportunity costs, or from the costs of cover (should a reservist be working in a key role). However, these costs would likely be very minimal and are outweighed by the personal and professional development attained by reservist employees and also demonstrates the support the Council has for our armed forces, which are intrinsically linked in the Borough's heritage.
- 6.2 Financial Implications: No direct financial implications.
- 6.3 Monitoring Officer Comments: The policy update is supported by the Monitoring Officer.
- 6.4 Legal Implications: No direct legal implications.
- 6.5 Equality and Diversity: No material change to the existing policy.
- 6.6 Human Resources: No material change to the existing policy.
- 6.7 Information Governance: No Information Governance impact associated with these updates.
- 6.8 Climate and Environment: No Climate and Environment impact associated with these updates.

7.0 Risks

- 7.1 There are no risks associated with the proposed amendment. The change means the policy is not materially different from the existing published version.

8.0 Consultation

8.1 The proposed change has been agreed in writing with Unison in line with our collective agreement.

9.0 Communications

9.1 If approved, the policy will be updated on The Fountain (where all HR policies can be found) and on the Havant Borough Council, if applicable.

Agreed and signed off by:		Date:
Cabinet Lead:	Councillor Neil Bowdell	03/12/2023
Executive Head:	Matt Goodwin	07/12/2023
Monitoring Officer:	Jo McIntosh	23/01/2024
Section151 Officer:	Steven Pink	22/01/2024