



Report of:	Meeting	Date
Human Resources	Employment and Appeals Committee	10 July 2023

Policy Review

1. Purpose of report

1.1 To present to the Panel additions and amendments to Human Resource Policies.

2. Outcomes

2.1 The amendment to existing policies and procedures.

3. Recommendation

3.1 That the Panel approve the policies and arrangements set out in Section 5.

4. Background

4.1 From time to time the Council needs to develop new policies and working arrangements to ensure we comply with statutory requirements and effectively manage our human resources.

4.2 The development of new policies and the review of existing policies will also be informed by employment best practice and the organisational needs of the Council.

5. Key issues and proposals

5.1	Resolution Policy	Reviewed
	Reservists Policy	Reviewed
	Veteran Guaranteed Interview Scheme	Reviewed
	Social Media Policy	Reviewed

5.2 The Resolution Policy has been updated with minor amendments to bring it up to date with current practice.

- 5.3** The Reservist Policy has been reviewed without any changes.
- 5.4** The Veteran Guaranteed Interview Scheme has been amended at section 5.2 to include only those where the last long term substantive employer was the Armed Forces.
- 5.5** The Social Media Policy has been updated with minor amendments throughout.

Section 6.8 of the Social Media Policy has been removed to reflect that the guidance is no longer available on the hub.

Financial and legal implications	
Finance	There are no specific Finance issues associated to this report.
Legal	There are no specific Legal issues associated to this report. However failure to comply with appropriate legislation may expose the Council to litigation.

Other risks/implications: checklist

If there are significant implications arising from this report on any issues marked with a ✓ below, the report author will have consulted with the appropriate specialist officers on those implications and addressed them in the body of the report. There are no significant implications arising directly from this report, for those issues marked with a x.

risks/implications	✓ / x
community safety	X
equality and diversity	X
sustainability	X
health and safety	x

risks/implications	✓ / x
asset management	X
climate change	X
ICT	X
data protection	X

Processing Personal Data

In addition to considering data protection along with the other risks/ implications, the report author will need to decide if a 'privacy impact assessment (PIA)' is also required. If the decision(s) recommended in this report will result in the collection and processing of personal data for the first time (i.e. purchase of a new system, a new working arrangement with a third party) a PIA will need to have been completed and signed off by Data Protection Officer before the decision is taken in compliance with the Data Protection Act 2018.

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List of background papers:		
name of document	date	where available for inspection

List of appendices

Appendix 1	Resolution Policy
Appendix 2	Reservists Policy
Appendix 3	Veteran Guaranteed Interview Scheme
Appendix 4	Social Media Policy