



Committee: PEOPLE AND ORGANISATIONAL DEVELOPMENT COMMITTEE

Date: TUESDAY, 21 NOVEMBER 2023

Venue: LANCASTER TOWN HALL

Time: 6.10 P.M.

A G E N D A

1. **Apologies for absence**

2. **Declarations of Interest**

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

Councillors are reminded that, in accordance with the Localism Act 2011, they are required to declare any disclosable pecuniary 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).

Whilst not a legal requirement, in accordance with Council Procedure Rule 9 and in the interests of clarity and transparency, Councillors should declare any disclosable pecuniary interests which they have already declared in the Register, at this point in the meeting.

In accordance with Part B Section 2 of the Code Of Conduct, Councillors are required to declare the existence and nature of any other interests as defined in paragraphs 8(1) or 9(2) of the Code of Conduct.

3. **Minutes**

Minutes of meeting held on 13th July 2023 (previously circulated).

4. **Items of Urgent Business authorised by the Chair**

5. **Employee Engagement Strategy** (Pages 3 - 13)

Report of Organisational Development Officer.

6. **Investors In People Update Following 2023 Assessment** (Pages 14 - 16)

Report of Organisational Development Manager.

7. **Learning and Development Strategy** (Pages 17 - 31)

Report of the OD Manager.

8. **People Plan Update** (Pages 32 - 34)

Report of Organisational Development Manager.

9. **Mental Health First-Aid Policy** (Pages 35 - 45)

Report of Executive Support & Staff Wellbeing Coordinator.

10. **HR Policy Development and Review** (Pages 46 - 75)

Report of the HR Policy and Strategy Lead.

11. **HR Assurance** (Pages 76 - 98)

Report of the Chief Officer – People and Policy.

ADMINISTRATIVE ARRANGEMENTS

(i) Membership

Councillors Prof Chris Harris (Chair), Jason Wood (Vice-Chair), Mandy Bannon, Paul Hart, Caroline Jackson, Paul Newton and Sue Penney

(ii) Substitute Membership

Councillors Alan Greenwell, Sam Riches and Sue Tyldesley

(iii) Queries regarding this Agenda

Please contact Stephen Metcalfe, Democratic Support - email sjmetcalfe@lancaster.gov.uk.

(iv) Changes to Membership, substitutions or apologies

Please contact Democratic Support email democraticsupport@lancaster.gov.uk.

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