

Human Resources Committee (Extraordinary Meeting)

27 July 2022

Present (in person)

Councillor M James (Chair)
Councillor Mrs D Clements, Councillor S Hancock, Mr GA Jones
Councillor R Jordan, Councillor PJ Morgan and Councillor A Wilcox.

Present (Remotely)

Dr R Heath-Davies and Mrs J James.

(NPA Offices, Llanion Park, Pembroke Dock and Remotely: 11.30a.m. –
12.20p.m.)

1. **Apologies**

There were no apologies for absence.

2. **Disclosures of interest**

There were no disclosures of interest.

3. **Exclusion of the Public**

It was **resolved** that the public be excluded from the meeting as exempt information, as defined in Paragraph 12 of Part 4 of Schedule 12A to the Local Government Act 1972, would be disclosed.

4. **Changes to the staff structure of the Authority**

Members were reminded that at the meeting of the Committee held on 25th May 2022, the majority of the new structure had been agreed, however three issues remained unresolved. The report before them presented proposals for agreement in relation to two of these.

In respect of a counter proposal to set up a health and wellbeing team to manage the work of the Beach Wheelchair and Outdoor Mobility Coordinator; Walkability Officer (including the West Wales Walking for Wellbeing project); and Roots to Recovery Team, it was recommended that this be partially agreed by including only the Beach Wheelchair and Outdoor Mobility Coordinator within the team. Members supported this position.

The second issue related to the proposal within the draft structure to create a People and Governance Department which would include the HR Team, Democratic Services Team and Volunteer Coordinator; the Customer Services Team which currently reported to the Administration and Democratic Services Manger would not be included in the new



department. A counter proposal had been received, that no changes be made to the current structure, however it was recommended that this be partially accepted by agreeing not to move the Customer Services Team, but that the change to the People and Governance Team should be implemented.

Members, however, felt that people and governance were two distinct roles which should both report directly to the Chief Executive and that merger of these services could lead to an organisational risk in respect of governance.

It was noted that the remaining unresolved issue, in respect of changes to the administration structure, was still under consideration and would be presented to the Committee in due course.

It was **resolved:**

- a) To set up a Health and Well-being Team, within the Engagement and Inclusion Department, and to include the Beach Wheelchair and Outdoor Mobility Co-ordinator in that Team.
- b) That no changes be made to the roles of Administration and Democratic Services Manager and Human Resources (HR) Manager, save that the Volunteer Coordinator report to the HR Manager.

The Minutes of this meeting were confirmed at the meeting of the Human Resources Committee held on 23 November 2022 without amendment

