



FULL COUNCIL REPORT

Date Written	28 th January 2022
Report Author	Sarah Miles
Service Area	HR & OD
Exempt/Non Exempt	Non Exempt
Committee Date	2 nd March 22

To: Mayor, Ladies and Gentlemen

Reserve Forces Training & Mobilisation Policy

1.0 SUMMARY OF THE REPORT

1.1 The draft Reserve Forces Training & Mobilisation Policy forms an integral part of the Council's ongoing commitment towards the UK Defence Employer Recognition Scheme. The Defence Employer Recognition Scheme (ERS) encourages employers to support defence and inspire others to do the same. The scheme encompasses bronze, silver and gold awards for employer organisations that pledge, demonstrate or advocate support to defence and the armed forces community, and align their values with the. The Council has already obtained Bronze award and are progressing to achieve the Silver Award.

2.0 RECOMMENDATION that

2.1 The Reserve Forces Training & Mobilisation Policy, be approved; with immediate effect.

3.0 INTRODUCTION AND BACKGROUND

3.1 MTCBC has already obtained the Bronze award in 2017 in the Defense Employer Recognition Scheme. To progress to the Silver Award criteria states as an employer we must actively ensure that their workforce is aware of positive policies towards defence people issues. For example, an employer nominated for support to the Reserves must have an internally publicised and positive HR policy on Reserves and within the context of Reserves the employer must have demonstrated support to mobilisations or have a framework in place.

3.2 Currently the only publicised policy wording concerning Reservists or Adult Cadet Instructors is contained in the Council's Special Leave Policy (Section 15.0 Public Duties):

- *Members of the Reserve Forces (T. A.) - up to 5 days paid leave per annual leave year (pro-rata for part time staff).*
- *For employees undertaking Territorial Army duties, training or attending annual summer camp. The employee will be entitled to paid leave but this is subject to any allowance for loss of earnings for wages/salary being repaid to the Council.*

A copy of the special leave policy is available as a background document.

4.0 THE RESERVE FORCES TRAINING AND MOBILISATION POLICY

4.1 MTCBC HR Department are committed to continuously reviewing HR policies to ensure that, as an employer, the Council is up to date with legislation and best practice guidance. It was felt in order to apply for the Silver award a separate policy and guidance, should be developed dedicated to a Reservist Policy in order to provide a more robust support framework for staff that are, or are looking to become reservists or Adult Cadet Instructors.

4.2 The policy has been developed in line with the suggested wording and guidelines from the Defence Employer Recognition Scheme.

4.3 A full copy of the draft Reserve Forces Training & Mobilisation Policy is attached as Appendix 1. In support of the policy a further document labelled as Reserve Forces Handbook is also attached as Appendix 2.

4.4 By introducing the Reserve Forces Training & Mobilisation Policy it reflects MTCBC's commitment as an employer, to the scheme and ensuring those in the armed forces community are supported in their role as a Reservist.

4.5 The proposed draft policy has been consulted upon with trade unions as part of the process. The consultation period commenced on the 25th January 2022 and ran for 4 weeks. The trade unions have not provided any comments on the policy and guidance.

4.6 At present managers and staff do not have any guidelines to support a Reservist or Adult Cadet Instructor, should they be called for mobilisation or training.

4.7 By implementing a clear policy managers, staff and HR advisors will have clear guidelines as to what their responsibilities are and how they can support and manage employees should they need time off for training or called up for mobilisation.

4.8 By implementing a Policy, we can then apply for the Defense Employer Recognition Scheme, Silver Award, and show support for employees who are members of the Reserve Forces.

5.0 KEY PROVISIONS AND DEVELOPMENT

- 5.1 The Special Leave policy identifies existing measures.
- 5.2 The Reserve Forces Training & Mobilisation Policy has been specifically developed in line with the MOD recommended guidelines, in order to create a more robust policy and support framework for staff that are or are looking to become, Reservists or Adult Cadet Instructors.

6.0 FINANCIAL IMPLICATIONS

- 6.1 There is no financial cost implication attached to the submission of the nomination for the Silver Award
- 6.2 The financial implications of the paid leave and other support set out in the draft Reservist Policy is not likely to be high or significant as the policy only relates to staff that specifically are or specifically wish to become Reservists or Adult cadet instructors.
- 6.3 There is no amendment to the current special leave policy which currently remains at 5 days paid special leave.
- 6.4 The cost of a communication campaign to promote the Reservist Policy would be negligible and ultimately minimised by utilising internal communications and other already established communication channels.

7.0 INTEGRATED IMPACT ASSESSMENT

7.1

	Positive Impacts	Negative Impacts	Neutral / Not Applicable
1. Merthyr Tydfil Well-being Objectives	4 of 4	0 of 4	0 of 4
2. Sustainable Development Principles - How have you considered the five ways of working: <ul style="list-style-type: none"> • Long term • Prevention • Integration • Collaboration • Involvement 	5 of 5	0 of 5	0 of 5
3. Protected Characteristics <i>(including Welsh Language)</i>	2 of 10	0 of 10	8 of 10
4. Socio-economic Disadvantage	1 of 6	0 of 6	5 of 6
5. Consultation and Engagement	Undertaken	Due to be Undertaken	Not Required
	0 of 1	0 of 1	1 of 1

6. Data and Evidence to inform the proposal	Yes		No	
	1 of 1		0 of 1	
7. Biodiversity and the resilience of Ecosystems	Maintained	Enhanced	Reduced	Neutral / N/A
	0 of 1	0 of 1	0 of 1	1 of 1
Summary				
The main positive impacts are:	By implementing this policy, we want to ensure that the Armed Forces are fully supported with our workplace policy			
The main negative impacts are:	No Negative impact statements were noted			

ELLIS COOPER
CHIEF EXECUTIVE

CHRIS DAVIES
CABINET MEMBER FOR GOVERNANCE
AND RESOURCES

BACKGROUND PAPERS		
Title of Document(s)	Document(s) Date	Document Location
Special Leave Policy	22 nd September 2021	http://intranet.mtcbc.local/media/4342/special-leave-policy-2021.pdf
Does the report contain any issue that may impact the Council's Constitution?		No

Consultation has been undertaken with the Corporate Management Team in respect of each proposal(s) and recommendation(s) set out in this report.