

**Cherwell District Council**

**Personnel Committee**

**19 March 2020**

**Armed Forces and Reservists Policy**

**Report of Assistant Director, Wellbeing**

This report is public

**Purpose of report**

To seek Member approval for a revised Armed Forces and Reservists Policy that has been brought together to clarify, update and expand upon a number of policies and practices relating to military service by CDC employees.

**1.0 Recommendations**

The meeting is recommended:

- 1.1 To approve the Armed Forces and Reservists policy document appended to this report.

**2.0 Introduction**

- 2.1 CDC's lead member for wellbeing, Cllr Andrew McHugh, signed the Armed Forces Covenant (AFC) on behalf of the council in 2018, committing the organisation to work together with the military to offer support to service personnel and their families, as well as reservists and veterans.
- 2.2 In support of the Armed Forces Covenant the council aims to gain Silver Award recognition from the Defence Employer Recognition Scheme (ERS). The council must demonstrate that it has an up to date mobilisation protocol and that its policies support veterans, serving personnel and their families.

**3.0 Report Details**

- 3.1 The Council recognises that some employees will wish to volunteer to serve in UK Reserve Forces and appreciates the contribution that the Reserve Forces and Reservists make in supporting the UK's regular Armed Forces.

3.2 The Council currently has two policies relating to reservists. (*‘Leave of Absence - Service in Non Regular Forces’* and *‘Service in Armed Forces’*) These policies are out of date and lacking the detail and clarity necessary to help employees and their managers.

3.3 The revised policy will;

- Update the definition of the Reserve forces and articulate the Council’s support for employees who are or become members of the Reserve Forces during their service with the Council.
- Grant additional leave entitlements for reservists carrying out annual training (annual camp) and reservists who have been mobilised.
- Establish a clear mobilisation protocol so that employees and managers understand their obligations.

## **4.0 Conclusion and Reasons for Recommendations**

4.2 The proposed policy will provide clarity around the Council’s support to employees and to the Armed Forces

## **5.0 Consultation**

Cllr Andrew McHugh – The Council’s Armed Forces Champion

Michal Gogut – Council employee serving as a reserve with the Queen’s Own Oxfordshire Hussars, 142 Vehicle Squadron in Banbury.

## **6.0 Alternative Options and Reasons for Rejection**

6.1 The following alternative options have been identified and rejected for the reasons as set out below.

Option 1: Members decide not to amend the current policies

Option 2: Revise the policies in a different way to what has been proposed

## **7.0 Implications**

### **Financial and Resource Implications**

7.1 Additional cost on salary budget to cover the 10 days additional leave per reservist. This can be contained within existing budgets.(Draft comment TBC)

Comments checked by:

Dominic Oakeshott, Assistant Director, Finance

[Dominic.Oakeshott@cherwell-dc.gov.uk](mailto:Dominic.Oakeshott@cherwell-dc.gov.uk)

## **Legal Implications**

7.2 None

Comments checked by:

Richard Hawtin, Legal Team Leader – Non-contentious 01295221695

[Richard.Hawtin@cherwell-dc.gov.uk](mailto:Richard.Hawtin@cherwell-dc.gov.uk)

## **Equalities Implications**

7.3 None

Comments checked by:

Caroline French, Business Improvement Officer 01295221586

[Caroline.French@cherwell-dc.gov.uk](mailto:Caroline.French@cherwell-dc.gov.uk)

## **8.0 Decision Information**

### **Key Decision**

**Financial Threshold Met: No**

**Community Impact Threshold Met: No**

### **Wards Affected**

None

### **Links to Corporate Plan and Policy Framework**

Healthy, resilient and engaged communities

- Support community and cultural development
- Partnership – Working with partners to improve the services we provide for our residents and communities.

### **Lead Councillor**

Councillor Andrew McHugh

## Document Information

<b>Appendix No</b>	<b>Title</b>
1	Armed Forces and Reservists Policy
<b>Background Papers</b>	
None	
<b>Report Author</b>	Lydia Avann, Healthy Communities Partner
<b>Contact Information</b>	01295 221861 lydia.avann@cherwell-dc.gov.uk