

**REPORT OF THE SERVICE DIRECTOR – CUSTOMERS AND HUMAN
RESOURCES****NOTTINGHAMSHIRE COUNTY COUNCIL EMPLOYEE MEMORIAL EVENT****Purpose of the Report**

1. The purpose of the report is to seek Elected Members' approval to hold a memorial event for colleagues who have died and to site a memorial bench outside County Hall as a focal point for reflection and remembrance.

Information

2. The Council is committed to treating its employees fairly and with dignity and respect. This extends to those colleagues who have either died in service or shortly after leaving their employment and is reflected in how their wishes are respected and extends to the treatment of their bereaved families.
3. This commitment was publically stated in August 2016 when the Council signed the "Dying to Work" Charter. The voluntary charter enshrined the commitment to support terminally ill employees at work by making each individual feel fully supported, respecting their wishes and choices they make; including spending time with family and friends.
4. It is considered important that undertaking any such commitment is underpinned with actions. The Council has previously published new guidance for managers on how they can provide practical support to employees facing all the challenges of a terminal diagnosis. However as well as this practical support, the need for something in addition to this which recognises and values the feelings of those experiencing the loss of a colleague was felt important and part of the Council's wider emotional well-being agenda.
5. Employees in some teams, where they have experienced the recent loss of a colleague, have made the suggestion of having a memorial as a focal point for remembrance and reflection. Having considered what the most appropriate way of doing this might be, including the planting of a memorial tree, it was agreed that a durable bench would be purchased with a simple memorial plaque stating "In Memory of All Departed Colleagues".

6. It is intended to hold a short commemorative event on the riverside of County Hall hosted by the Chairman of the County Council. Council employees, members of Personnel Committee and trades union representatives will be invited to attend the event. As yet the date is to be confirmed but it is intended to be in the early summer.

Other Options Considered

7. Having considered the options, it was felt that a bench made of recycled material in keeping with other memorials sited nearby is the most fitting memorial, requiring minimal maintenance and more durable than a tree or a shrub.

Reasons for Recommendations

8. This event marks and values the importance of employees' feelings by recognising loss and reflecting it in this official way. It also recognises the contribution and commitment of current employees and former employees who are no longer with us. Recent anecdotal feedback from employees on a number of initiatives has indicated some general level of dissatisfaction and of not feeling listened to and valued. It is intended to explore this further through a series of employee focussed workshops led by the Chief Executive over the summer.

Statutory and Policy Implications

9. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

Data Protection and Information Governance

10. There are no data protection or information governance issues with this initiative as there are no named former employees listed on the plaque.

Financial Implications

11. The bench has been purchased from an existing contractor for a total price of £488.91. The cost has been met from the 2017/18 budget.

Human Resources Implications

12. This initiative is considered important to recognise and remember the loss of colleagues and to indicate to those left behind that the Council is a caring employer who seeks to treat all its employees with dignity and respect. At a time when the Council is undertaking considerable joint work on supporting improved mental well-being for all employees, this opportunity to pause, remember and reflect on lost colleagues is a tangible way of demonstrating this.

Implications for Sustainability and the Environment

13. The bench is made from recycled materials which are both durable, require minimal maintenance to remain in good condition and are in keeping with other materials in the area. There is therefore no identified negative impact on the siting of the bench at County Hall.

RECOMMENDATIONS

Members of Personnel Committee are asked to:

- 1) Approve the arrangement of a commemorative event for employees and siting of the bench as set out in the body of the report.
- 2) Approve the development of associated communications and publicity around the event including inviting the Chairman of the Council and members of Personnel Committee to attend and extending an intranet invite to all employees.

Marjorie Toward
Service Director – Customers and Human Resources
Resources

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Constitutional Comments (KK 10/05/18)

14. The proposals in this report are within the remit of the Personnel Committee.

Financial Comments (SES 08/05/18)

15. The financial implications are set out in the report.

Human Resources Comments (GME 26/04/2018)

16. The initiative has come from an employee suggestion and as identified in the report, the importance of listening to such comments and demonstrating the Council's commitment to all its employees is considered to have genuine value in terms of acting as a caring employer.

Background Papers and Published Documents

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

- Guidance for Line Managers on Supporting Employees Diagnosed with a Terminal Illness

Electoral Division(s) and Member(s) Affected

- All