

**STRATFORD-UPON-AVON TOWN COUNCIL  
PERSONNEL COMMITTEE**

**25 June 2024**

**Town Clerk's Open Report**

**1) Mental Health training**

- **To consider the availability of training**

**Background** - Mental health refers to our psychological, emotional and social well-being. Not only does it govern how you think, feel and act, but it also affects how you relate to others, how you deal with pressure, and how productive you can be.

Mental and physical health are connected and equally important components of overall health. For example, depression and anxiety can increase the risk of a multitude of serious physical health issues including heart disease, diabetes and stroke. It works vice versa as well, as chronic physical illnesses can increase the risk of mental illnesses such as depression.

By providing a mental health first aid course this would be a critical initial step in supporting colleagues and councillors but also friends and family members facing challenges.

To consider the options for Town Hall staff to be trained in Mental Health First Aid which will enable officers to identify issues sooner and to signpost to the correct resources. To alert staff of what mental health is and how to be more empathetic and supportive of people experiencing mental ill-health in the workplace.

**2) Equality and Diversity Policy**

- **To consider a revised policy**

**3) Disciplinary and Grievance Policy**

- **To consider a new policy**

To introduce a revised Equality and Diversity Policy and Disciplinary and Grievance Policy for recommendation to Council for approval. These policies have been developed using the National Association of Local Council's (NALC) templates. Copies of these policies have been circulated to all staff for feedback and any comments received will be reported to the meeting.

The Disciplinary and Grievance Policy outlines the Town Council's procedure in place for dealing with any disciplinary issues and grievances that an employee may have.

The Town Council as an employer has a duty to equal opportunities in employment and the workplace.

Both policies have been based on the the NALC templates. By using these we are assured that these comply with relevant employment law and legislation.