

25/07/24

**NOTICE IS HEREBY GIVEN**, and Members are summoned to attend a meeting of the HR, H&S and Data Protection Committee to be held at Coubro Chambers on Thursday 1<sup>st</sup> August 2024 at 10:30 at which the under mentioned business will be transacted.

Yours sincerely,



Jan Hearsey – Clerk

## Agenda

### **HR- 2024/5-014 Apologies for absence**

To receive and accept apologies where valid reasons for absence have been given to the Clerk prior to the meeting.

### **HR- 2024/5-015 Declarations of interest.**

- a) To receive any declarations of interest in accordance with the requirements of the Localism Act 2011 and to consider any requests for dispensations in respects of pecuniary or non-pecuniary interests in Agenda items.

### **HR-2024/5-016 Minutes**

- a) To resolve to approve as a correct record the notes of the meetings of the Committee held on 9<sup>th</sup> July 2024 and to authorise the Chair to sign the official minutes.

**To resolve to exclude the press and public under the Public Bodies (Admission to Meeting) Act 1960 due to the confidential nature of the business to be transacted**

### **HR-2024/5-017 Staffing matters**

- a) To resolve to agree a contingency plan if staff are on long term sick
- b) To discuss and resolve to agree the way forward with staff working extra hours
- c) To resolve to agree the way forward with a staffing matter