

27/11/24

**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 Wednesday 4<sup>th</sup> December 2024 at 12:00 at which the under mentioned business will be transacted.

Yours sincerely,



Jan Hearsey – Clerk

## Agenda

### **HR- 2024/5-038 Apologies for absence**

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

### **HR- 2024/5-039 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-2024/5-040 Minutes**

- a) To resolve to approve as a correct record the notes of the meetings of the Committee held on 28<sup>th</sup> October 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-2024/5-041 Staffing matters**

- a) To resolve to agree new contracts as recommended by the HR advisor
- b) To resolve to agree the way forward with a staffing matter
- c) To resolve to agree the way forward with extra hours worked
- d) To discuss and resolve to agree the way forward with a temporary contract
- e) To resolve to agree the way forward with time off for a one-off day
- f) To resolve to agree the way forward with an ongoing staff issue

### **HR-2024/5-042 Budgets**

- a) To resolve to agree the budgets for 2025/26