



30/06/23

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 Friday 7th July 2023 at 16:00 at which the under mentioned business will be transacted.

Yours sincerely,



Jan Hearsey – Clerk

Agenda

HR- 2023/4 - 021 Apologies for absence

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

HR- 2023/4- 022 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-2023/4- 023 Minutes

- a) To resolve to approve as a correct record the notes of the meetings of the Committee held on 16th June 2023 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-2023/4-024 Recruitment

- a) To resolve to agree the candidates for interview for the Deputy Clerk vacancy.
- b) To receive an update on the apprenticeship

HR-2023/4-025 Staffing matters

- a) To receive an update on an ongoing staffing matter following advice and resolve to agree to recommend to Council the next step.
- b) To resolve to agree the detailed job description for the new groundsman
- c) To discuss and resolve to agree to recommend to Full Council the way forward with staff accrued hours
- d) To resolve to agree the way forward with HR services