

11/07/23

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 Monday 17th July 2023 at 16:30 at which the under mentioned business will be transacted.

Yours sincerely,



Jan Hearsey – Clerk

Agenda

HR- 2023/4 - 026 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- 027 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- 028 Minutes

- a) To resolve to approve as a correct record the notes of the meetings of the Committee held on 7th July 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-2023/4-029 Recruitment

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

HR-2023/4-030 Staffing matters

- a) To receive an update regarding an ongoing staffing matter following advice and resolve to agree to recommend to Council the next step.
- b) To discuss and resolve to agree the detail with staff accrued hours
- c) To receive an update on HR services
- d) To discuss the amendments to the employee handbook and resolve to recommend changes to Full Council