



HUMAN RESOURCES AND COUNCIL TAX COMMITTEE

DATE:	Monday, 24 February 2020
TIME:	7.30 pm
VENUE:	Council Chamber - Council Offices, Thorpe Road, Weeley, CO16 9AJ

MEMBERSHIP:

Councillor Chapman (Chairman)
Councillor Griffiths (Vice-Chairman)
Councillor Broderick
Councillor Calver
Councillor Chittock

Councillor Clifton
Councillor S Honeywood
Councillor Morrison
Councillor M Stephenson

Most Council meetings are open to the public and press.

Agendas and Minutes are published on the Council's website www.tendringdc.gov.uk. Agendas are available to view five working days prior to the meeting date and the Council aims to publish Minutes within five working days of the meeting.

Meeting papers can be provided, on request, in large print, in Braille, or on disc, tape, or in other languages.

For further details and general enquiries about this meeting, contact Katie Sullivan on 01255686585.

DATE OF PUBLICATION: Thursday, 13 February 2020
--

AGENDA

1 Apologies for Absence and Substitutions

The Committee is asked to note any apologies for absence and substitutions received from Members.

2 Minutes of the Last Meeting (Pages 1 - 8)

To confirm and sign as a correct record, the minutes of the last meeting of the Committee, held on 23 October 2019.

3 Declarations of Interest

Councillors are invited to declare any Disclosable Pecuniary Interests or Personal Interest, and the nature of it, in relation to any item on the agenda.

4 Questions on Notice pursuant to Council Procedure Rule 38

Subject to providing two working days' notice, a Member of the Committee may ask the Chairman of the Committee a question on any matter in relation to which the Council has powers or duties which affect the Tendring District **and** which falls within the terms of reference of the Committee.

5 Senior Restructuring - Verbal Update

The Committee will receive a brief verbal update on the processes and timetable for the Senior Restructuring process, following the retirement of the Deputy Chief Executive.

6 Report of the Head of Finance, Revenues and Benefits & Section 151 Officer - A.1 - Formal Confirmation of Council Tax Amounts for 2020/21 following the Notification of the Precepts from the Major Precepting Authorities (Pages 9 - 14)

To seek confirmation of the final Council Tax amounts for 2020/21 including the precepts issued for 2020/21 by Essex County Council, Essex Police and Essex Fire & Rescue Services.

7 Report of the Head of People, Performance and Projects - A.2 - Pay Policy Statement 2020/21 and Pay Assimilation (Pages 15 - 28)

To submit the annual Pay Policy Statement 2020/21 in accordance with Section 38(1) of the Localism Act 2011.

8 Report of the Head of People, Performance and Projects - A.3 - Employee Engagement and Health & Well-being Update Report (Pages 29 - 34)

To update the Committee on the Council's current activities that relate to Employee Engagement and Health & Well-being.

9 Report of the Head of People, Performance and Projects - A.4 - Staffing Statistics (Pages 35 - 42)

To provide Councillors with an overview of the current staffing statistics, including staff numbers, gender, age, ethnicity and disability profiles.

10 Report of the Head of People, Performance and Projects - A.5 - The Parental Bereavement (Leave and Pay) Act 2018 (Pages 43 - 46)

To update the Committee on The Parental Bereavement (Leave and Pay) Act 2018 which comes into effect on 6th April 2020.

11 Exclusion of Press and Public

The Committee is asked to consider the following resolution:

“That under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of Agenda Item 12 on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 3 and 4 of Part 1 of Schedule 12A, as amended, of the Act.”

12 Exempt Minute of the Meeting of the Human Resources and Council Tax Committee held on 23 October 2019 (Pages 47 - 48)

To confirm and sign as a correct record the exempt minute of the meeting of the Committee held on 23 October 2019.

Date of the Next Scheduled Meeting

The next scheduled meeting of the Human Resources and Council Tax Committee is to be held in the Council Offices, Thorpe Road, Weeley, CO16 9AJ at 7.30 pm on Wednesday, 1 April 2020.

Information for Visitors

FIRE EVACUATION PROCEDURE

There is no alarm test scheduled for this meeting. In the event of an alarm sounding, please calmly make your way out of any of the fire exits in the hall and follow the exit signs out of the building.

Please heed the instructions given by any member of staff and they will assist you in leaving the building and direct you to the assembly point.

Please do not re-enter the building until you are advised it is safe to do so by the relevant member of staff.

Your calmness and assistance is greatly appreciated.

