



HUMAN RESOURCES AND COUNCIL TAX COMMITTEE

DATE:	Wednesday, 5 January 2022
TIME:	7.30 pm
VENUE:	Committee Room, Town Hall, Station Road, Clacton-on-Sea, CO15 1SE

MEMBERSHIP:

Councillor Chapman (Chairman)	Councillor Chittock
Councillor Griffiths (Vice-Chairman)	Councillor S Honeywood
Councillor Amos	Councillor Morrison
Councillor Baker	Councillor M Stephenson
Councillor Calver	

Most Council meetings are open to the public and press. The space for the public and press will be made available on a first come first served basis. The meeting will normally be live streamed and the link to this is available at www.tendringdc.gov.uk/livemeetings. Those attending the meeting may therefore be filmed. After the meeting the recording of the live stream will normally be available using the same link. Agendas and Minutes are published on the Council's website www.tendringdc.gov.uk.

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DATE OF PUBLICATION: Thursday, 16 December 2021

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 - 6)

To confirm and sign as a correct record, the minutes of the last meeting of the Committee, held on Wednesday 20 October 2021.

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 Joint Report of the Deputy Chief Executive and the Assistant Director (Partnerships) - A.1 - Change to the Terms and Conditions of the Post of Chief Executive (Pages 7 - 10)

To enable the Human Resources and Council Tax Committee to recommend a change in the Terms and Conditions of the current Chief Executive post holder by reducing the hours of employment from 37 to 27.75 hours per week (a reduction of 25%). Approval for this change has to be formally agreed by Full Council.

6 Report of Assistant Director (Partnerships) - A.2 - Pay Policy Statement 2022/23 (Pages 11 - 24)

To present the Pay Policy Statement for 2022/23.

7 Exclusion of Press and Public

The Committee is asked to consider passing 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 8 on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 2, 3 and 4 of Part 1 of Schedule 12A, as amended, of the Act.”

8 Exempt Minute of the Meeting of the Human Resources & Council Tax Committee held on Wednesday 20 October 2021 (Pages 25 - 26)

The Committee is asked to approve, as a correct record, the exempt minute of the meeting of the Human Resources & Council Tax Committee held on Wednesday 20 October 2021.

Date of the Next Scheduled Meeting

The next scheduled meeting of the Human Resources and Council Tax Committee is to be held in the Committee Room, Town Hall, Station Road, Clacton-on-Sea, CO15 1SE at 7.30 pm on Thursday, 24 February 2022.

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.