



## **HUMAN RESOURCES AND COUNCIL TAX COMMITTEE**

# **AGENDA**

<b>DATE:</b>	<b>Tuesday, 11 October 2022</b>
<b>TIME:</b>	<b>7.30 pm</b>
<b>VENUE:</b>	<b>Committee Room - Town Hall, Station Road, Clacton-on-Sea, CO15 1SE</b>

### **MEMBERSHIP:**

**Councillor Chapman BEM (Chairman)**  
**Councillor Griffiths (Vice-Chairman)**  
**Councillor Amos**  
**Councillor Baker**

**Councillor Calver**  
**Councillor S Honeywood**  
**Councillor Morrison**

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DATE OF PUBLICATION: Thursday, 29 September 2022

## **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 Thursday 7 July 2022.

### **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     Report of Assistant Director (Partnerships) - A.1 - Defence Employer Recognition Scheme Update Report (Pages 7 - 12)**

To update the Human Resources and Council Tax Committee on the work that has been undertaken to date, and activities planned, to support the armed forces/veteran community; including Tendring District Council's participation in the Defence Employer Recognition Scheme.

### **6     Report of Assistant Director (Partnerships) - A.2 - Updated Work Placement Procedure (Pages 13 - 28)**

To present the revised Work Placement Procedure to the Human Resources & Council Tax Committee. The purpose of this procedure is primarily to detail the Authority's work placement arrangements to ensure that the Council remains compliant with legislation and adheres to best practice.

### **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 Items 8, 9 and 10 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."*

### **8     Exempt Minute of the Last Meeting (Pages 29 - 32)**

To confirm and sign as a correct record, the exempt minute of the last meeting of the Committee, held on Thursday 7 July 2022.

**9      Report of the Chief Executive - B.1 - Market Forces Report for Posts within the Human Resources Team (Pages 33 - 38)**

To put forward proposals for a Market Forces Supplement to support the retention and recruitment of qualified Human Resources officers.

**10     Report of Assistant Director (Partnerships) - B.2 - Salary and Market Review: Report Commissioned from EELGA (Pages 39 - 58)**

To provide the Human Resources and Council Tax Committee with an overview of the findings from the Salary and Market Review Report that has been commissioned from the East of England Local Government Association (EELGA). The report also provides recommendations for the Committee to consider.

### **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, 23 February 2023.*

## **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.