



HUMAN RESOURCES AND COUNCIL TAX COMMITTEE

DATE:	Thursday, 23 February 2023
TIME:	7.30 pm
VENUE:	Committee Room - Town Hall, Station Road, Clacton-on-Sea, CO15 1SE

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: Wednesday, 15 February 2023

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 11 October 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 the Assistant Director (Finance & IT) - A.1 - Formal Confirmation of Council Tax Amounts for 2023/24 following the notification of the Precepts from the Major Precepting Authorities (Pages 7 - 14)

To set out and seek confirmation of the final Council Tax amounts for 2023/24 including the precepts issued for 2023/24 by Essex County Council and the Police, Crime and Fire Commissioner for Essex.

6 Career Track and Apprenticeships - Oral Update

The Committee will receive an oral update regarding the Council's Career Track and Apprenticeship provision services.

7 Report of the Assistant Director (Partnerships) - A.2 - Pay Policy Statement 2023/2024 (Pages 15 - 30)

To present the Council's Pay Policy Statement for 2023/24.

8 Report of the Assistant Director (Partnerships) - A.3 - Volunteer Policies (Pages 31 - 64)

To introduce a suite of proposed policies to support the volunteering activities within the Council namely, a Volunteer Policy and an Employee Volunteering and Public Duties Policy which, if agreed, will be implemented by the Council.

9 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 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.”

10 Exempt Minutes of the Last Meeting (Pages 65 - 70)

To confirm and sign as a correct record, the exempt minutes of the last meeting of the Committee, held on 11 October 2022.

Date of the Next Meeting

The next meeting of the Human Resources and Council Tax Committee will be held on a date to be announced in due course.

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 room 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.