



## **HUMAN RESOURCES SUB-COMMITTEE PANEL**

<b>DATE:</b>	<b>Monday, 21 August 2023</b>
<b>TIME:</b>	<b>12.15 pm</b>
<b>VENUE:</b>	<b>Connaught Room - Town Hall, Station Road, Clacton-on-Sea, CO15 1SE</b>

**MEMBERSHIP:**

**Councillor Chapman BEM**  
**Councillor Guglielmi**

**Councillor M Stephenson**

**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. 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.**

**This meeting will be filmed by the Council for live and/or subsequent broadcast on the Council's website. The whole of the meeting will be filmed, except where there are confidential or exempt items, and the footage will be on the website for up to 24 months (the Council retains one full year of recordings and the relevant proportion of the current Municipal Year). The Council will seek to avoid/minimise footage of members of the public in attendance at, or participating in, the meeting. In addition, the Council is obliged by law to allow members of the public to take photographs, film, audio record and report on the proceedings at public meetings. The Council will only seek to prevent this should it be undertaken in a disruptive or otherwise inappropriate manner.**

**If you have any queries regarding webcasting or the recording of meetings by the public, please contact Bethany Jones on 01255 6865847 or email: [democraticservices@tendringdc.gov.uk](mailto:democraticservices@tendringdc.gov.uk).**

DATE OF PUBLICATION: Monday, 14 August 2023

## AGENDA

### **1 Chairman's Opening Remarks**

The Chairman will formally open the meeting with their opening remarks including welcoming the Councillors and Officers present and informing all persons present of any "house-keeping" arrangements et cetera.

### **2 Exclusion of Press and Public**

The Sub-Committee Panel 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 3 on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 1 of Part 1 of Schedule 12A, as amended, of the Act."*

### **3 Appointment of the posts of Head of Planning Business & Policy and Head of Planning & Building Control**

Following their interviews of the candidates, the Sub-Committee Panel will formally notify the Assistant Director (Partnerships) of the names of the persons to whom the following posts are to be offered and any other matter relevant to those appointments, in accordance with the Officer Employment Procedure Rules and the Council's Scheme of Delegation:

- (1) Head of Planning Business & Policy; and**
- (2) Head of Planning & Building Control.**

### **Date of the Next Meeting**

*The next meeting of the Human Resources Sub-Committee Panel will be held when it is required to do so.*

## **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.