



# HUMAN RESOURCES AND COUNCIL TAX COMMITTEE

AGENDA

<b>DATE:</b>	<b>Tuesday, 30 July 2024</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 Calver (Vice-Chairman)**  
**Councillor Amos**  
**Councillor Baker**

**Councillor Guglielmi**  
**Councillor Morrison**  
**Councillor G Stephenson**

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DATE OF PUBLICATION: Monday, 22 July 2024

## 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 5 - 12)**

To confirm and sign as a correct record, the minutes of the last meeting of the Committee, held on, Friday, 26 February 2024.

### **3 Declarations of Interest**

Councillors are invited to declare any Disclosable Pecuniary Interests, Other Registerable Interests of Non-Registerable Interests, 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 (Partnerships) - A.1 - People Strategy (Pages 13 - 32)**

To provide the Human Resources and Council Tax Committee with an overview of the updated People Strategy 2024 to 2029. The Committee is asked to endorse the Strategy for adoption by the organisation.

### **6 Report of the Assistant Director (Partnerships) - A.2 - Leave Policy (Pages 33 - 48)**

To update the Human Resources and Council Tax Committee on the review of the Council's Leave Arrangements for Employees Policy following the implementation of the new Payroll and HR system and in line with identified best practice and employment legislation.

### **7 Report of the Assistant Director (Partnerships) - A.3 - Workforce Update Report (Pages 49 - 58)**

To provide Members of the Human Resources and Council Tax Committee with an update on current staffing statistics.

### **8 Report of the Assistant Director (Partnerships) - A.4 - Market Forces Policy Update Report (Pages 59 - 72)**

To present the revised Discretionary Market Forces Policy (*which has been updated in line with best practice and follows the advice and guidance of the East of England Local Government Association*) to the Human Resources and Council Tax Committee for approval.

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

*The next scheduled meeting of the Human Resources and Council Tax Committee is to be held in the Town Hall, Station Road, Clacton-on-Sea, CO15 1SE at 7.30 pm on Thursday, 17 October 2024.*

## **Information for Visitors**

### **FIRE EVACUATION PROCEDURE**

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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.