



# HUMAN RESOURCES AND COUNCIL TAX COMMITTEE

AGENDA

<b>DATE:</b>	<b>Monday, 24 February 2025</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: Friday, 14 February 2025

## 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 7 - 12)**

To confirm and sign as a correct record, the minutes of the last meeting of the Committee, held on Tuesday, 30 July 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 Director (Finance & IT) - A.1 - Formal Confirmation of Council Tax Amounts for 2025/26 Following the Notification of the Precepts from the Major Precepting Authorities (Pages 13 - 24)**

To set out the seek confirmation of the final Council Tax amounts for 2025/26 including the precepts issued for 2025/26 by Essex County Council, Essex Fire and Essex Police.

### **6 Apprenticeship Update - Verbal Update**

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

### **7 Report of the Head of People - A.2 - Update on Review of Changes to the Chief Executive's Terms and Conditions (Pages 25 - 34)**

To inform the Human Resources & Council Tax Committee of the findings from the review of the previously agreed changes to the Chief Executive's terms and conditions, conducted by the Human Resources Sub-Committee Panel during its meeting on 8 August 2024 (Minute 9 refers).

To notify the Human Resources and Council Tax Committee of the Leader of the Council's proposal to reinstate the Chief Executive's full-time working hours in light of the significant demands of Devolution and Local Government Reorganisation.

### **8 Report of the Head of People - A.3 - Pay Policy Statement 2025/26 (Pages 35 - 54)**

To present the Council's draft Pay Policy Statement 2025/26 for recommendation onto Full Council for approval and adoption.

**9 Report of the Head of People - A.4 - Fostering Friendly Policy (Pages 55 - 64)**

To present to the Human Resources and Council Tax Committee the development of the Council's Fostering Friendly Policy, ensuring alignment with identified best practice and contributing to the authority's obligations under Social Value legislation.

**10 Report of the Head of People - A.5 - Workforce Update report (Pages 65 - 74)**

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

**11 Report of the Director (Law & Governance) & Monitoring Officer - A.6 - Human Resources Committee and Arrangements for Statutory Officer and Non-Statutory Chief Officer Appeals (Pages 75 - 86)**

To seek approval of the proposed amendments to the Terms of Reference of the Human Resources Committee to include the determination of Appeals of Chief Officers for recommendation onto Full Council, together with a recommendation to establish a Chief Officer Employment Appeals Sub-Committee and to review the Council's HR Policies and Procedures, to ensure they are consistent with the changes concerning appeals processes.

**Date of the Next Scheduled Meeting**

*The next scheduled meeting of the Human Resources and Council Tax Committee is to be held in the at Time Not Specified on Date Not Specified.*

## **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.