
**MINUTES OF THE MEETING OF THE HUMAN RESOURCES AND COUNCIL TAX
COMMITTEE,
HELD ON WEDNESDAY, 7TH JULY, 2021 AT 7.30 PM
IN THE PRINCES THEATRE - TOWN HALL, STATION ROAD, CLACTON-ON-SEA,
CO15 1SE**

Present:	Councillors Chapman (Chairman), Griffiths (Vice-Chairman), Amos, Baker, Chittock, S Honeywood, Morrison, M Stephenson.
Also Present:	Councillor Paul Honeywood
In Attendance:	Anastasia Simpson (Assistant Director (Partnerships)), Ian Taylor (Head of Public Realm), Carol Magnus (Organisational Development Manager), William Lodge (Communications Manager), Emma Haward (Leadership Support Assistant) and Matt Cattermole (Communications Assistant)

52. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies were received by Councillor Calver and Katie Wilkins (HR and Business Manager), with no substitutions.

53. MINUTES OF THE LAST MEETING

It was moved by Councillor Stephenson, seconded by Councillor Griffiths and **RESOLVED** that the minutes of the last meeting of the Committee, held on Thursday 25 February 2021 be approved as a correct record.

54. DECLARATIONS OF INTEREST

Councillor Griffiths declared for the public record that he was a member of the GMB union but had no involvement with Tendring District Council in that capacity.

Councillor S Honeywood declared for the public record that a member of her family was an employee of Tendring District Council. She was not pre-determined and therefore, participated in the Committee's decisions.

55. QUESTIONS ON NOTICE PURSUANT TO COUNCIL PROCEDURE RULE 38

No Questions on Notice had been submitted on this occasion.

56. VERBAL UPDATE - TRANSFORMATION AND HYBRID WORKING

The Committee received from Carol Magnus, Organisational Development Manager an oral update on the Council's Transformation and Hybrid Working.

No questions were raised by Members of the Committee on the above update.

Following a discussion, it was **RESOLVED** that the update be noted.

57. **REPORT OF ASSISTANT DIRECTOR (PARTNERSHIPS) - A.1 - SOCIAL MEDIA POLICY**

Will Lodge, Communications Manager, presented the Social Media Policy to the Committee.

No questions were raised by Members of the Committee on the above Policy.

Following a discussion, it was proposed by Councillor Griffiths, and seconded by Councillor S Honeywood, and **RESOLVED**:-

- a) that the Human Resources and Council Tax Committee formally approves and adopts the revised Officer' Social Media Policy; and
- b) that the Assistant Director (Partnerships) be authorised to update the policy with any future legislative or best practice changes, in consultation with the Council's Communications Manager (and others as outlined within the policy).

58. **REPORT OF ASSISTANT DIRECTOR (PARTNERSHIPS) - A.2 - WORKFORCE UPDATE REPORT**

Anastasia Simpson, the Assistant Director (Partnerships) informed the Committee of the current staffing figures in relation to the following:

- Career Track Programme
- Age Profile
- Disability Profile
- Ethnicity Profile
- Sickness Absence

There were no questions raised by Member of the Committee on the above report.

Following a discussion, it was **RESOLVED** that the contents of the report be noted.

59. **REPORT OF ASSISTANT DIRECTOR (BUILDING & PUBLIC REALM) - A.3 - ADOPTION OF FLEET MANAGEMENT AND DRIVING FOR WORK POLICY**

Ian Taylor, Head of Public Realm, presented the 'Adoption of Fleet Management and Driving for Work Policy' to the Committee.

Members raised questions on the above which were responded to by Officers.

Following a discussion, it was proposed by Councillor Griffiths, seconded by Councillor Baker, and **RESOLVED** that the policy be deferred and brought back to the Committee subject to a number of alterations.

Members of the Committee with suggested alterations (Cllrs Baker, Stephenson and Griffiths) agreed to send their comments to Ian Taylor, Head of Public Realm.

60. **REPORT OF ASSISTANT DIRECTOR (PARTNERSHIPS) - A.4 - RENEWAL OF THE NEW DISABILITY CONFIDENT LEADER STATUS**

Carol Magnus (Organisational Development Manager) informed the Committee of the successful renewal of the 'Disability Confident Leader Status' for a further 3 years.

Members raised questions on the above which were responded to by Officers.

Following a discussion, it was proposed by Councillor Morrison, seconded by Councillor Stephenson, and **RESOLVED** subject to the below recommendation:-

- that the Chairman of the Committee writes to officers involved to commend them for their involvement and efforts.

61. REPORT OF THE ASSISTANT DIRECTOR (PARTNERSHIPS) - A.5 - DISCRETIONARY MARKET FORCES POLICY REVIEW

Carol Magnus (Organisational Development Manager) presented the revised 'Discretionary Market Forces Policy' to the Committee.

No questions were raised by Members of the Committee on the above Policy Review.

Following a discussion, it was proposed by Councillor Amos, seconded by Councillor Stephenson, and **RESOLVED**:-

- that the Committee approves the content of the revised Discretionary Market Forces Policy.

62. DATE OF NEXT SCHEDULED MEETING OF THE COMMITTEE

The next scheduled meeting of the Human Resources and Council Tax Committee is to be held in the Princes Theatre - Town Hall, Station Road, Clacton-on-Sea, CO15 1SE at 7.30 pm on Wednesday, 20 October 2021.

The meeting was declared closed at 8.39 pm

Chairman