
MINUTES OF THE HUMAN RESOURCES COMMITTEE HELD ON WEDS 9TH SEPTEMBER 2020, 6PM ONLINE

- 1. Welcome from the Chair of the Committee**
The Chair welcomed everyone to the meeting
- 2. Attendance of Councillors to be recorded**
Cllrs Louise Gerrard (Acting Chair), Sara Stevens, Debbie Harwood, Scott McNeil
- 3. To receive and record any apologies for absence**
Apologies were received from: Cllr Charlotte Parry
- 4. To record any declarations of interests on matters on the agenda**
No declarations of interest were made
- 5. To receive any public representations at the discretion of the Committee Chair**
There were no public representations
- 6. To approve the minutes of the Human Resources Committee held on 16 July 2020**
The minutes of the meeting held on 16th July were proposed by Cllr Gerrard, seconded by Cllr Stevens and unanimously APPROVED.
- 7. Exclusion of press and public – Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, to resolve to exclude the public and press from the remainder of the meeting to protect the confidential nature of the business to be transacted.**
It was proposed by Cllr McNeill, seconded by Cllr Stevens and unanimously RESOLVED to exclude any press or public present for the remainder of the meeting.
- 8. To note that following the national pay negotiations the pay increase has now been agreed and has been applied to all staff.**
It was AGREED that the pay rise be applied to staff to meet any contractual obligations and that staff salaries are reviewed in March to apply from April 2021.
- 9. To consider the HR implications arising from the decision taken by Full Council on 2 Sept 2020 about the Community Centre**
Councillors considered the report prepared by the Clerk and it was proposed by Cllr Stevens, seconded by Cllr Harwood and unanimously AGREED to follow the four recommendations contained within it and to authorise the Clerk to action these as soon as possible.
- 10. To consider the future of the Apprentice Role**
It was proposed by Cllr Harwood, seconded by Cllr Gerrard and unanimously AGREED that the Clerk investigate the different options, costs associated and potential funding available to support an apprenticeship role from Jan 2021 and to report back to the next committee meeting for further discussion. It was also AGREED that the current apprentice undertake the ILCA qualification.
- 11. To receive any financial reports relating to the work of the committee**
The financial monitoring report was presented and NOTED and the Clerk was asked to clarify the figures and the breakdown between the different cost centres.
- 12. To receive a verbal report from the Clerk on any urgent correspondence concerning the work of the committee**
The Clerk is currently arranging for Cllr and Staff ID badges to be produced.

Staff Appraisals are due to take place in October and a Councillor will be invited to participate in the appraisals of full time staff.

- 13.** The date of the next scheduled Human Resources Committee which will be held on Tuesday 13th October 2020 at 7pm was NOTED
The meeting closed at 6.45pm