



Meeting (No) **HR COMMITTEE (1)**
 Time & Date **10am Tuesday 31st May 2022**
 Place **Neston Town Hall**
 Document **Draft - Minutes**

Present: Cllrs Hinks, Hudspeth, Kynaston and Warner (substitute for Cllr Samuels) and A Kunaj (Council Manager).

PART 1: Items considered in the presence of the press and public

The Mayor opened the meeting and welcomed members to the meeting. The Mayor asked for nominations for the election of the Chair of the Human Resources Committee.

1	Election of Chair for the meeting
	Resolved to elect Cllr Hinks as Chairman of the Human Resources Committee to serve until the first meeting of the Human Resources Committee in the new Council year.
2	Election of Vice Chair
	Resolved to elect Cllr Hudspeth as the Vice Chairman of the Human Resources Committee for the ensuing Council year.
3	Questions and comments from residents. None.
4	Apologies for absence: Cllr Samuels (personal).
5	Declarations of interest: None.
6	Minutes of the last meeting
	Members noted that the minutes of the HR Sub-committee meetings 16.11.21 and 15.02.2022 were approved by Council and signed by the Mayor on 27.05.2022.
7	Exceptions Report
	The exceptions report HR1/7 was noted.
8	Pensions Discretions Policy
	Resolved to approve the draft policy HR1/8.
9	Civility and Respect
a	The Council Manager's report HR1/9a and recommendation was considered.
b	Resolved to offer support for those in the Local Council's industry, and to issue the letter as per template HR1/9b to our local MP to request that they bring forward discussion about civility and respect in Parliament.
10	Date of next meeting
a	Members noted that the committee will meet on an ad hoc basis.
b	Members agreed that meetings would take place at 10am.
11	Exclusion of the Press and Public

Chairman's initial and date _____

	Resolved that under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.
Part 2: Items considered in the absence of the press and public	
12	Staff Health and Wellbeing
a	Members noted that a staff welfare meeting is scheduled to take place every 12 weeks for one member of staff.
b	The Occupation Health Assessment report HR1/11b was considered.
c	Members noted that on 08.02.2022, the Resources and Policy committee item 125, received an oral report on the working environment arising from the Occupation Health Assessment report. Although chased with CWaC, no further progress has been made. The Council Manger will send a letter to the CWaC Chief Executive and request action.
13	Caretaker and Market Officer
	Members noted that our had C&OM successfully completed his induction on 17 th May 2022 and that his probation would complete within the 2 months period from his start date of 7 th April 2022.

Meeting closed at 10.30am

Signed _____ **Dated** _____