



HARPENDEN TOWN COUNCIL

CLOSER TO THE COMMUNITY

To: Councillor Brian Ellis (Town Mayor), Councillor Mrs Nicola Linacre (Deputy Town Mayor), Councillor Rosemary Farmer, Councillor David Heritage, Councillor Paul Cousin, Councillor Melanie Priggen and Councillor Harry Hill.

Monday 1 July 2019

You are hereby summoned to the **MEETING** of the **HUMAN RESOURCES COMMITTEE** to be held on **THURSDAY, 11 JULY 2019** in the **COUNCIL CHAMBER, TOWN HALL, LEYTON ROAD, HARPENDEN AL5 2LX** commencing at **2.30 pm.**

To assist in the speedy and efficient dispatch of business, Members requiring further information on items included in the Agenda are requested to enquire prior to the meeting.

A handwritten signature in blue ink that reads 'Carl Cheevers'.

Carl Cheevers
Town Clerk

Recording, filming and broadcasting

The Town Council record all public meetings held in the Council Chamber. Under new legislation members of the public are able to record, film and broadcast from a designated area. Please be aware that the meeting may be recorded and might be filmed or broadcast.

AGENDA

Page No.

1. APOLOGIES

2. DECLARATIONS OF INTEREST

Members are reminded to make any declarations of disclosable pecuniary and/or personal interests that they may have in relation to items on this Agenda.

You should declare at this part of the meeting or when it becomes apparent your interest by stating:

- (a) the item you have the interest in

- (b) whether it is a disclosable pecuniary interest and the nature of the interest, whereupon you will not participate in the discussion or vote on that matter, unless dispensation has been requested and granted
- (c) whether it is a personal interest and the nature of the interest

Members are also reminded of their obligation to report any amendment to their Register of Interests to the Town Clerk as soon as it becomes apparent.

3. CHAIRMAN'S REPORT AND URGENT ITEMS

4. PUBLIC QUESTIONS IN ACCORDANCE WITH STANDING ORDER 22

5. MINUTES

To confirm the Minutes of the **Human Resources Committee** meeting held on **12 February 2018** – circulated herewith.

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6. OFFICERS' REPORTS

6.1 OVERVIEW OF EMPLOYEE MATTERS - TO FOLLOW

Report to follow.

7. EXEMPT BUSINESS

To RESOLVE that:

In view of the confidential nature of the following items, which relate to the business matters of other individuals and organisations, the public and accredited representatives of the press shall be excluded while they are discussed. This is in accordance with the Public Bodies (Admission to Meetings) Act 1960, as amended by the Local Government Act 1972.

**Item: Exempt Minutes of the Human Resources Committee
12 February 2018.
Staff Resources and Structure**

7.1 EXEMPT MINUTES OF THE HUMAN RESOURCES COMMITTEE 12 FEBRUARY 2018

Circulated herewith.

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7.2 STAFF RESOURCES AND STRUCTURE - TO FOLLOW

Report to follow.



HARPENDEN TOWN COUNCIL

CLOSER TO THE COMMUNITY

**HARPENDEN TOWN COUNCIL
MINUTES OF THE MEETING OF THE HUMAN RESOURCES COMMITTEE**

**HELD AT THE COUNCIL CHAMBER, TOWN HALL, LEYTON ROAD,
HARPENDEN AL5 2LX
ON MONDAY, 12 FEBRUARY 2018**

Present: Councillor Rosemary Farmer (Chair), Councillor David Heritage (Vice-Chair), Councillor Albert Pawle and Councillor Michael Weaver

In Attendance: Carl Cheevers (Town Clerk)

Apologies: Councillor Anne James, Councillor Mary Maynard and Councillor David Williams

9 APOLOGIES

Apologies were received from Councillors James, Maynard and Williams.

10 DECLARATIONS OF INTEREST

None were made.

11 CHAIRMAN'S REPORT AND URGENT ITEMS

No urgent items were put forward.

12 PUBLIC QUESTIONS IN ACCORDANCE WITH STANDING ORDER 22

None were put forward.

13 MINUTES

The Minutes of the meeting held on **14 July 2017** were received and duly signed as a correct record.

14 EXEMPT BUSINESS

15 EXEMPT MINUTES

Please refer to the Exempt Business Minutes document for this meeting.

16 OFFICER'S REPORT - STAFF STRUCTURE POST INTERIM ARRANGEMENTS

Please refer to the Exempt Business Minutes document for this meeting.

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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