

NOTICE OF MEETING

Meeting: HR COMMITTEE

Date and Time: THURSDAY, 13 JUNE 2024, AT 10.00 AM

Place: COUNCIL CHAMBER - APPLETREE COURT, BEAULIEU ROAD, LYNDHURST, SO43 7PA

Enquiries to: Email: andy.rogers@nfdc.gov.uk
Tel: 023 8028 5070

PUBLIC INFORMATION:

This agenda can be viewed online (<https://democracy.newforest.gov.uk>). It can also be made available on audio tape, in Braille and large print.

Members of the public are welcome to attend this meeting. The seating capacity of our Council Chamber public gallery is limited under fire regulations to 22.

Members of the public can watch this meeting live, or the subsequent recording, on the [Council's website](#). Live-streaming and recording of meetings is not a statutory requirement and whilst every endeavour will be made to broadcast our meetings, this cannot be guaranteed. Recordings remain available to view for a minimum of 12 months.

PUBLIC PARTICIPATION:

Members of the public may speak in accordance with the Council's [public participation scheme](#):

- (a) on items within the HR Committee's terms of reference which are not on the public agenda; and/or
- (b) on individual items on the public agenda, when the Chairman calls that item. Speeches may not exceed three minutes.

Anyone wishing to attend the meeting, or speak in accordance with the Council's public participation scheme, should contact the name and number shown above no later than **12.00 noon on Monday, 10 June 2024.**

Kate Ryan
Chief Executive

Appletree Court, Lyndhurst, Hampshire. SO43 7PA
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AGENDA

Apologies

1. MINUTES

To confirm the minutes of the meetings held on 21 March 2024 and 13 May 2024 as correct records.

2. DECLARATIONS OF INTEREST

To note any declarations of interest made by members in connection with an agenda item. The nature of the interest must also be specified.

Members are asked to discuss any possible interests with Democratic Services prior to the meeting.

3. PUBLIC PARTICIPATION

To receive any public participation in accordance with the Council's public participation scheme.

4. HR UPDATE (Pages 3 - 6)

To receive an update on HR matters since the last HR Committee in addition to the reactive caseload which includes job evaluations, restructuring advice, grievances, disciplinaries and sickness absence matters.

5. QUARTERLY HEALTH AND SAFETY UPDATE (Pages 7 - 84)

To receive the Quarterly Health and Safety Report, summarising work undertaken by the Corporate Health and Safety Team from 1 January to 31 March 2024, accidents and incidents reporting, together with updated policies and safety panels' action plans.

6. ANNUAL REVIEW OF MARKET SUPPLEMENT PAYMENTS (Pages 85 - 88)

To receive an update on the current position with market supplements across the Council, and the details of the introduction of a corporate annual review process.

7. ANY OTHER ITEMS WHICH THE CHAIRMAN DECIDES ARE URGENT

To:

Councillors

Jill Cleary (Chairman)
Steve Davies (Vice-Chairman)
Mark Clark
Keith Craze
Kate Crisell

Councillors

Sean Cullen
Jeremy Heron
Colm McCarthy
Joe Reilly