

Council Offices, Commercial Road, Weymouth, Dorset, DT4 8NG

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**Minutes of meeting**

**MEETING:** Human Resources Committee

**DATE & TIME**: Wednesday 23 September 2020 at 7.00pm

**PLACE:** Zoom

**Councillors**

**Present:**

Cllr Luke Wakeling (Chairman)

Cllr Tia Roos (Vice-Chairman)

Cllr Ryan Hope

Cllr Howard Legg (joined from HR0073)

Cllr Tony Ferrari

Cllr Mike Frost

Cllr Alex Fuhrmann

Cllr Graham Winter

**Officers**

Jane Biscombe (Town Clerk)

There were no members of the press or public present.

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| HR0063 | **Welcome by the Chair**  Cllr Wakeling welcomed everyone to the meeting. |
| HR0064 | **Apologies for Absence**  Apologies were approved unanimously from Cllr Legg |
| HR0035 | **Declarations of Interest**  None |
| HR0066 | **Minutes of the last meeting**  Proposer: Cllr Alex Fuhrmann Seconder: Cllr Michael Frost  The minutes of the meetings held on 29 July 2020 were agreed with two abstentions from Cllr Ferrari and Cllr Hope, and will be signed as a true and accurate record at the earliest opportunity. |
| HR0067 | **Councillors Questions**  None |
| HR0068 | **Public Comments and Questions**  There were no public in attendance. |
| HR0069 | **Policy alterations regarding accompaniment to meetings**  Councillors discussed appropriate persons to accompany someone to a meeting  Proposer: Cllr Graham Winter Seconder: Cllr Ryan Hope  Councillors agreed unanimously that no changes to the policies would be made at this time. |
| HR0070 | **Reference Policy**  Members had some concerns that although the Council would only give factual reference information, we were asking others for more detailed information. It may appear that the Council has differing standards but Members also observed that individual organisations would have their own policies.  Proposer: Cllr Tony Ferrari Seconder: Cllr Michael Frost  Councillors agreed unanimously to adopt the policy |
| HR0071 | **Town Clerk’s Annual Appraisal Arrangements**  Proposer: Cllr Tony Ferrari Seconder: Cllr Michael Frost  Councillors agreed unanimously that Cllr David Harris and Cllr Luke Wakeling would conduct the Town Clerk’s appraisal |
| HR0072 | **Information Items**  Councillors expressed a desire that the CSAS SLA included coverage of the Council’s parks and open spaces, including The Marsh. Dorset Council are currently looking at how they use the CSAS officers in the future and possible changes to working practise which may be the cause of the delay in agreeing the SLA.  Councillors noted the information items. |
| HR0073 | **Exclusion of the Public and Press**  Proposer: Cllr Alex Fuhrmann Seconder: Cllr Michael Frost  The Committee agreed unanimously to exclude the press and public.  Cllr Howard Legg joined the meeting. |
| HR0074 | **Confidential – Changes to an Employee’s Contract**  Proposer: Cllr Tony Ferrari Seconder: Cllr Alex Fuhrmann  Councillors unanimously agreed the proposal in the confidential paper and further agreed that the permanency of the change be looked at as suggested as part of the budget setting process in line with Council need. |
| HR0075 | **Confidential - Staff Updates**  Councillors noted the staff updates and agreed to hold an additional HR meeting on 30 September 2020 to look at the salary grade issue raised.  Members thanked all staff for their hard work in recent months with the challenges of ensuring Council services continued whilst working from home. Members also thanked Parks and Open Spaces staff for the high quality of the parks and gardens through lockdown, which were a valuable resource for local people’s health and wellbeing.  Jane will ask Councillors and staff to standardise their screen names so the public can easily identify who is who. |

The meeting ended at 8:15 pm.