

WHITBY TOWN COUNCIL

Minutes of the meeting of the **HUMAN RESOURCES** Committee held in the Normanby Room, Whitby Museum, Whitby on Tuesday 18 April 2023 at 2.00pm.

Present: Councillors Mrs Coughlan, Dalrymple, Goodberry, Mrs Turner and Mrs Wild.

Also: M King, Town Clerk

NOTICE OF MEETING – Public Notice of the Meeting was given in accordance with Schedule 12, paragraph 10(2) of the Local Government Act 1972. The meeting was convened in accordance with Schedule 12, paragraph 9(1) of the Act.

120/23 CHAIR

Cllr Coughlan as extant Vice Chair in the Chair for this item.

MOVED by Councillor Mrs Turner, seconded by Councillor Mrs Coughlan and unanimously

RESOLVED that Councillor Mrs Linda Wild be elected as Chair of the Human Resources Committee for the ensuing year.

121/23 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Harston and Mrs Wilson.

MOVED by Councillor Dalrymple, seconded by Councillor Mrs Turner and unanimously

RESOLVED that apologies for inability to attend from Councillors Harston and Mrs Wilson are accepted.

122/23 VICE CHAIR

MOVED by Councillor Goodberry, seconded by Councillor Dalrymple and unanimously

RESOLVED that Councillor Mrs Heather Coughlan be elected as Vice Chair of the Human Resources Committee for the ensuing year.

123/23 DECLARATION OF INTERESTS

There were no declarations of interest.

STANDING ORDERS SUSPENDED

124/23 PUBLIC PARTICIPATION

No public present.

STANDING ORDERS REINSTATED

125/23 TO CONSIDER ACTIONS REQUIRED IN ACCORDANCE WITH TERMS OF REFERENCE AT THE FIRST COMMITTEE MEETING OF A NEW COUNCIL YEAR

a. Confirmation of the accuracy of the minutes of the meeting of the committee held on 18 April 2023

Initial

MOVED by Councillor Goodberry, seconded by Councillor Mrs Coughlan.

RESOLVED a) that minutes of the Human Resources Committee held on the 18 April 2023 are approved as a correct record.

- b. Confirmation of the following adopted at Full Council on 2 May 2023
- i Terms of reference of the committee.
 - ii Delegation arrangements to staff
 - iii Standing orders, financial regulations, policies and procedures relating to the functions of the committee and its sub-committees.

MOVED by Councillor Mrs Turner, seconded by Councillor Mrs Coughlan

RESOLVED b) that the terms of reference of the committee, delegation arrangements to staff, standing orders, financial regulations, policies and procedures relating to the functions of the committee and its sub-committees are confirmed.

- c. Review of the anticipated committee workload for the coming year.

MOVED by Councillor Mrs Turner, seconded by Councillor Dalrymple

RESOLVED c) that the dates of future meetings are noted and that additional meetings be kept under review and called as a when necessary.

126/23 EXCLUSION OF PRESS AND PUBLIC (IN RESPECT OF ITEM 127/23)

MOVED by Councillor Dalrymple seconded by Councillor Mrs Turner

RESOLVED That, under the provisions of the Public Bodies (Admission to Meetings) Act 1960 §1(2), the press and public be excluded from the meeting during consideration of the matter referred to at item 127/23 below, due to the confidential nature of the business to be transacted.

127/23 STAFFING

The Clerk provided an update on issues affecting individual members of staff, including the outcome of an internal investigation into a complaint from a member of the public.

MOVED by Councillor Mrs Coughlan seconded by Councillor Dalrymple

RESOLVED That the recommendations of the investigation are approved and that a confidential note of the outcome will be retained.

Signature 14 November 2023

Initial
