

PERSONNEL SUB-COMMITTEE

AGENDA



Friday 27 November 2020

at 9.30 am

PLEASE NOTE: this will be a 'remote meeting', a web-link to the public stream will be available on the Hartlepool Borough Council website at least 24 hours before the meeting.

MEMBERS: PERSONNEL SUB-COMMITTEE

Councillors Harrison (Ch.), Loynes and one Elected Member to be appointed.

- 1. APOLOGIES FOR ABSENCE**
- 2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS**
- 3. TO CONFIRM THE MINUTES OF THE MEETING HELD ON 29 AUGUST 2019**
- 4. ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS URGENT**
- 5. LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION) ORDER 2006**

EXEMPT ITEMS

Under Section 100(A)(4) of the Local Government Act 1972, the press and public 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 the paragraphs referred to below of Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006

6. ITEMS FOR DECISION

- 6.1 Disciplinary Dismissal Appeal – *Assistant Director, Corporate Services*

7. ANY OTHER CONFIDENTIAL BUSINESS WHICH THE CHAIR CONSIDERS URGENT

CIVIC CENTRE EVACUATION AND ASSEMBLY PROCEDURE

In the event of a fire alarm or a bomb alarm, please leave by the nearest emergency exit as directed by Council Officers. A Fire Alarm is a continuous ringing. A Bomb Alarm is a continuous tone.

The Assembly Point for everyone is Victory Square by the Cenotaph. If the meeting has to be evacuated, please proceed to the Assembly Point so that you can be safely accounted for.

PERSONNEL SUB COMMITTEE

MINUTES AND DECISION RECORD

29 AUGUST 2019

The meeting commenced at 9.30 am in the Civic Centre, Hartlepool

Present:

Councillor Brenda Loynes.

Also present in accordance with Council Procedure Rule 5.2:

Councillor Lesley Hamilton as substitute for Councillor Brenda Harrison
Councillor Marjorie James as substitute for Councillor Stephen
Akers-Belcher.

Officers: Rachel Clark, Head of Human Resources (Panel Advisor)
Gemma Ptak, Assistant Director, Preventative and Community Based
Services
Jaysen Gray, HR Advisor
David Cosgrove, Democratic Services Team.

13. Appointment of Chair

Councillor Brenda Loynes was appointed Chair of the meeting.

Councillor Loynes in the Chair.

14. Apologies for Absence

Councillors Stephen Akers-Belcher and Brenda Harrison.

15. Declarations of interest by members

None.

16. Confirmation of the minutes of the meeting held on 12 August 2019.

Confirmed.

17. Confirmation of the minutes of the meeting held on 15 August 2019.

Confirmed.

18. Local Government (Access to Information) (Variation) Order 2006

Under Section 100(A)(4) of the Local Government Act 1972, the press and public were excluded from the meeting for the following items of business on the grounds that it involved the likely disclosure of exempt information as defined in paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006.

Minute 19 – Stage 3 Grievance Hearing - *Director of Adult and Community Based Services* - This item contains exempt information under Schedule 12A Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006 namely information relating to a particular employee, former employee or applicant to become an employee of the Council (para 1).

19. Stage 3 Grievance Hearing (*Director of Adult and Community Based Services*) (This item contains exempt information under Schedule 12A Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006 namely information relating to a particular employee, former employee or applicant to become an employee of the Council (para 1)

The Committee was convened to consider a Stage 3 Grievance Appeal received from a Council employee in the Adults and Community Based Services Department. The meeting followed the procedure as set out in the Council's approved HR Policies and Procedures. Further details are set out in the exempt section of the minutes.

Decision

The decision of the Committee is set out in the exempt section of the minutes.

20. Any Other Items which the Chairman Considers are Urgent

None.

The meeting concluded at 11.30 am.

CHAIR