

A meeting of the **EMPLOYMENT COMMITTEE** will be held in **THE CIVIC SUITE (LANCASTER/STIRLING ROOMS), PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON, PE29 3TN** on **WEDNESDAY, 20TH NOVEMBER 2024** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

AGENDA

APOLOGIES

1. MINUTES (Pages 5 - 8)

To approve as a correct record the Minutes of the meeting of the Committee held on 18th September 2024.

Contact Officer: A Roberts - 388015

2. MEMBERS' INTERESTS

To receive from Members declarations as to disclosable pecuniary, other registerable and non-registerable interests in relation to any Agenda item. See Notes below.

Contact Officer: Democratic Services - 388169

3. WORKFORCE INFORMATION REPORT (QUARTER 2) (Pages 9 - 26)

To consider an update on HR matters impacting on the performance of the organisation.

Contact Officer: L Harfield - 388569

4. WORKFORCE STRATEGY UPDATE

To receive an oral update on the Workforce Strategy.

Contact Officer: K Hans - 388329

5. POLICY UPDATES - DISCIPLINARY AND RAISING CONCERNS POLICIES AND EMPLOYEE HANDBOOK (Pages 27 - 154)

To consider and comment on a report by the Human Resources Manager on the outcome of reviews of the Disciplinary and Raising Concerns policies and of the Employee Handbook.

Contact Officer: L Harfield - 388569

6. REPRESENTATIVES OF EMPLOYEES

At the request of representatives of employees to consider a range of issues.

11th day of November 2024

Michelle Sacks

Chief Executive and Head of Paid Service

Disclosable Pecuniary Interests and other Registerable and Non-Registerable Interests.

Further information on [Disclosable Pecuniary Interests and other Registerable and Non-Registerable Interests is available in the Council's Constitution](#)

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The District Council also permits filming, recording and the taking of photographs at its meetings that are open to the public. Arrangements for these activities should operate in accordance with [guidelines](#) agreed by the Council.

Please contact Anthony Roberts ,Democratic Services, Tel: 01480 388169 / email Anthony.Roberts@huntingdonshire.gov.uk if you have a general query on any Agenda Item, wish to tender your apologies for absence from the meeting, or would like information on any decision taken by the Committee/Panel.

Specific enquiries with regard to items on the Agenda should be directed towards the Contact Officer.

Members of the public are welcome to attend this meeting as observers except during consideration of confidential or exempt items of business.

Agenda and enclosures can be viewed on the [District Council's website](#).

Emergency Procedure

In the event of the fire alarm being sounded and on the instruction of the Meeting Administrator, all attendees are requested to vacate the building via the closest emergency exit.