



Employment and Appeals Committee Minutes

The minutes of the Employment and Appeals Committee meeting of Wyre Borough Council held on Monday, 15 July 2019 at the Committee Room 2, Civic Centre, Poulton-Le-Fylde.

Employment and Appeals Committee members present:

Councillors R Amos, Armstrong, Lady D Atkins, Baxter, P Ellison, Fairbanks, George and Holden

Apologies for absence:

Councillor Le Marinel

Other councillors present:

Councillor I Amos

Officers present:

Liesl Hadgraft, Head of Business Support and Monitoring Officer
Duncan Jowitt, Democratic Services and Councillor Development Officer

No members of the public or press attended the meeting.

1 Election of Chairman and Vice Chairman

Councillor Rita Amos was elected as Chairman and Councillor Alice Collinson was elected as Vice Chairman.

2 Declarations of interest

The head of business support declared a personal but not significant interest in item 5e of the agenda in her role as Monitoring Officer as it was one of the "Protected Officer" posts.

3 Confirmation of Minutes

The minutes of the previous meeting held on 25 February 2019 were agreed as an accurate record by those who attended.

4 Policy Review

The head of business support submitted a report presenting five of the

council's existing human resources policies that had been reviewed and updated.

Members of the committee asked appropriate questions related to the content of the policies and the head of business support provided detailed and comprehensive responses.

Decision taken

The committee approved the following reviewed human resources policies:

- Retirement Policy and Procedure
- Flexible Retirement Policy
- Social Media Policy
- Employee Code of Conduct
- Disciplinary Policy and Procedure "Protected Officers"

The meeting started at 6.00 pm and finished at 6.39 pm.

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