

# Agenda

## Employment panel

Date: **Monday 15 January 2018**

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Time: **10.00 am**

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Place: **Committee Room 1, Shire Hall, St. Peter's Square,  
Hereford**

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Notes: Please note the time, date and venue of the meeting.

For any further information please contact:

**Caroline Marshall, democratic services officer**

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Email: [caroline.marshall3@herefordshire.gov.uk](mailto:caroline.marshall3@herefordshire.gov.uk)

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If you would like help to understand this document, or would like it in another format, please call Caroline Marshall, democratic services officer on 01432 260249 or e-mail [caroline.marshall3@herefordshire.gov.uk](mailto:caroline.marshall3@herefordshire.gov.uk) in advance of the meeting.

# **Agenda for the meeting of the Employment panel**

## **Membership**

**Chairman**                    **Councillor AW Johnson**

**Councillor H Bramer**  
**Councillor RI Matthews**  
**Councillor RJ Phillips**  
**Councillor AJW Powers**

## Agenda

		Pages
1.	<p><b>APOLOGIES FOR ABSENCE</b></p> <p>To receive any apologies for absence.</p>	
2.	<p><b>NAMED SUBSTITUTES (IF ANY)</b></p> <p>To receive details of any member nominated to attend the meeting in place of a member of the panel.</p>	
3.	<p><b>DECLARATIONS OF INTEREST</b></p> <p>To receive any declarations of interest by members in respect of items on this agenda.</p>	
4.	<p><b>MINUTES</b></p> <p>To approve and sign the minutes of the meetings held on 24 October and 8 November 2017.</p>	7 - 10
5.	<p><b>QUESTIONS FROM MEMBERS OF THE PUBLIC</b></p> <p>To receive any written questions from members of the public.</p> <p>Details of the scheme and related guidance are available here:  <a href="https://www.herefordshire.gov.uk/info/200148/your_council/61/get_involved">https://www.herefordshire.gov.uk/info/200148/your_council/61/get_involved</a>            Please submit questions to <a href="mailto:councillorservices@herefordshire.gov.uk">councillorservices@herefordshire.gov.uk</a>            The deadline for the receipt of questions is 10 January 2018 at 5.00 pm.            Accepted questions will be published as a supplement prior to the meeting.</p>	
6.	<p><b>QUESTIONS FROM COUNCILLORS</b></p> <p>To receive any written questions from councillors.</p> <p>Please submit questions to <a href="mailto:councillorservices@herefordshire.gov.uk">councillorservices@herefordshire.gov.uk</a>            The deadline for the receipt of questions is 10 January 2018 at 5.00 pm.            Accepted questions will be published as a supplement prior to the meeting.</p>	
7.	<p><b>STAFF DEPLOYMENT GUIDANCE</b></p> <p>To seek the views of the employment panel on the draft Staff Deployment Guidance. This is to ensure Herefordshire Council are adhering to the Civil Contingencies Act 2004. This is new guidance as we have previously relied on 'good will'.</p>	11 - 18
8.	<p><b>PAY POLICY STATEMENT</b></p> <p>To consider the 2018 pay policy statement for recommendation to Council. It is a statutory requirement for Council to approve an annual pay policy statement.</p>	19 - 30
9.	<p><b>EMPLOYEE CODE OF CONDUCT</b></p> <p>To seek the views of the panel on a new employee code of conduct, including policies on political restriction, declaration of interests, gifts and hospitality.</p>	31 - 80