

# Minutes of the ODA pc HR Committee Zoom meeting held on 28th April at 6.30pm

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**PRESENT:** Cllr Dyason (Chair), Cllr McKendrick (note taker), Cllr M Warren, Cllr Antill-Holmes, Cllr D Gelder

**APOLOGIES** – Cllr K Lauro – accepted unanimous

## **2035 DECLARATIONS OF INTEREST**

No interests declared

## **2036 MINUTES OF HR COMMITTEE MEETING**

To approve the minutes of the HR Committee meeting held on March 9<sup>th</sup>, 2020

**Approved** Unanimous

## **2037 HR COMMITTEE TERMS OF REFERENCE**

Proposed amended version to be approved

**Approved** unanimous

## **2038 EMPLOYMENT MATTERS**

**2038.1** Update received from Cllr Dyason. LRALC advise acting with caution to attempt remote interviews, could be considered unfair if IT problems affect process for candidates.

Proposed extension to closing date to 19<sup>th</sup> May with review subject to lockdown status.

**Approved** - unanimous

Cllr Dyason to update applicants

**2038.2** No further progress on the caretaker recruitment.

**2038.3** Contractual relationship with the handyperson under review.

**2038.4** No current appraisal process is in place as approved by council. Proposal for Cllr Dysan to contact LRALC for a model policy and explore other models for consideration at the next HR committee meeting.

## **2039 Date of next meeting to be confirmed**

Meeting closed @ 8 pm