

## NOTICE OF MEETING

# STAFFING AND REMUNERATION COMMITTEE

Tuesday, 16th March, 2021, 7.00 pm – MS Teams (view it [here](#))

**Members:** Councillors Dhiren Basu (Chair), Julie Davies (Vice-Chair), Paul Dennison, Yvonne Say and Matt White

Quorum: 3

### 1. FILMING AT MEETINGS

Please note this meeting may be filmed or recorded by the Council for live or subsequent broadcast via the Council's internet site or by anyone attending the meeting using any communication method. Members of the public participating in the meeting (e.g. making deputations, asking questions, making oral protests) should be aware that they are likely to be filmed, recorded or reported on. By entering the 'meeting room', you are consenting to being filmed and to the possible use of those images and sound recordings.

The Chair of the meeting has the discretion to terminate or suspend filming or recording, if in his or her opinion continuation of the filming, recording or reporting would disrupt or prejudice the proceedings, infringe the rights of any individual, or may lead to the breach of a legal obligation by the Council.

### 2. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS (IF ANY)

To receive any apologies for absence.

### 3. URGENT BUSINESS

The Chair will consider the admission of any late items of Urgent Business. (Late items of Urgent Business will be considered under the agenda item where they appear. New items of Urgent Business will be dealt with under agenda item 13 below. New items of exempt Urgent Business will be dealt with at agenda item 17 below).

### 4. DECLARATIONS OF INTEREST

A member with a disclosable pecuniary interest or a prejudicial interest in a matter who attends a meeting of the authority at which the matter is considered:

- (i) must disclose the interest at the start of the meeting or when the interest becomes apparent, and
- (ii) may not participate in any discussion or vote on the matter and must withdraw from the meeting room.

A member who discloses at a meeting a disclosable pecuniary interest which is not registered in the Register of Members' Interests or the subject of a pending notification must notify the Monitoring Officer of the interest within 28 days of the disclosure.

Disclosable pecuniary interests, personal interests and prejudicial interests are defined at Paragraphs 5-7 and Appendix A of the Members' Code of Conduct

**5. DEPUTATIONS / PETITIONS / PRESENTATIONS / QUESTIONS**

To consider any requests received in accordance with Part 4, Section B, paragraph 29 of the Council's constitution.

**6. MINUTES (PAGES 1 - 8)**

To confirm and sign the minutes of the meeting held on 2 February 2021.

**7. RECRUITMENT POLICY (PAGES 9 - 20)**

Members are asked to consider and approve the updated Recruitment Policy, attached at Appendix A to the report.

**8. HR MANAGEMENT RESTRUCTURE IMPLEMENTATION - PROPOSED REDUNDANCY (PAGES 21 - 34)**

To approve the compulsory redundancy pay package in accordance with the Council's Pay Policy Statement 2020/21.

**9. APPOINTMENT ARRANGEMENTS FOR THE MONITORING OFFICER (PAGES 35 - 102)**

This report proposes to amend the Constitution to ensure that members remain responsible for taking steps for the appointment of the Monitoring Officer and to ensure the Monitoring Officer is correctly referred to within the Constitution.

**10. HR POLICY REVIEW (PAGES 103 - 110)**

To provide the Staffing & Remuneration Committee with an update regarding the rolling review and revision of HR Policies and Practice Notes.

**11. UPDATE ON EMPLOYEE ENGAGEMENT DURING THE PANDEMIC (PAGES 111 - 124)**

**12. REGULARISING THE SENIOR OFFICER PAY SYSTEM (PAGES 125 - 132)**

To regularise the pay framework for senior managers with the rest of the workforce, allowing for structured progression and to ensure it is fair and equitable.

**13. NEW ITEMS OF URGENT BUSINESS**

To consider any new items of urgent business admitted by the Chair under agenda item 3 above.

**14. EXCLUSION OF PUBLIC AND PRESS**

Item 15 is likely to be subject to a motion to exclude the press and public from the meeting as it contains exempt information as defined in Section 100a of the Local Government Act 1972 (as amended by Section 12A of the Local Government Act 1985); paragraphs 1, 4.

**15. HR SENIOR MANAGEMENT RESTRUCTURE IMPLEMENTATION - PROPOSED REDUNDANCY (PAGES 133 - 134)**

To consider exempt information in relation to Agenda Item 8.

**16. NEW ITEMS OF EXEMPT URGENT BUSINESS**

To consider any new items of urgent business admitted by the Chair under agenda item 3 above.

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Monday, 08 March 2021