

## EAST HAMPSHIRE DISTRICT COUNCIL AND HAVANT BOROUGH COUNCIL

At a meeting of the Joint Human Resources Committee held on 23 October 2013

Present

Councillor Carter (Chairman)

Councillors

East Hampshire District Council: Councillors Glass, Johnson, Moulard, Onslow and Wherrell

Havant Borough Council: Councillors Mrs Blackett, Hart, Hilton and Shimbart

### **19 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Mrs M Smallcorn.

### **20 MINUTES**

The minutes of the meeting held on 11 June 2013 were agreed as a correct record.

### **21 MATTERS ARISING**

#### 18. Alcohol and Substance Abuse Procedures

In response to a member of the Committee, confirmation was given that the procedures would be in place shortly.

#### 16. Councillor Training Programme

Confirmation was also given that the draft Councillor Training Programme was currently being reviewed by Panels at each authority and that a programme of dates for training sessions would be arranged shortly.

### **22 DECLARATIONS OF INTERESTS**

There were no declarations of interest from any of the members present.

### **23 CHAIRMAN'S REPORT**

With the consent of the meeting the Chairman announced that future meetings of the Joint Human Resources Committee would be held at 4pm.

### **24 CORPORATE TRAINING PROGRAMME 2013/14 - UPDATE**

The Committee received an update and review of the Corporate Training Programme for 2013-14.

*Joint Human Resources Committee (23.10.13)*

The Committee was pleased to note that training needs were assessed through the performance appraisal process and that take-up of training opportunities had been good.

In response to a member of the Committee, the officers gave an assurance that attendance levels across both authorities would be monitored and arrangements for training courses adjusted as required.

RESOLVED that

- (1) the report be noted; and
- (2) the Committee records its thanks to the officers for their work to date to develop the programme and congratulates them on their efforts.

**25 COST OF LIVING SALARY INCREASE**

The Committee considered a report giving details of the cost of living salary increase for staff that had been implemented in September 2013 and the proposed increase for Extended Management Team due to be implemented in October 2013. This information was presented to the Committee in the interest of openness and transparency.

RESOLVED that the report be noted.

**The meeting commenced at 5.00 pm and concluded at 5.35 pm**