

# Notice of Meeting and Agenda

## Human Resources Sub-committee

Venue: **Council Chamber, Council Offices, Kirkwall.**

Date: **Thursday, 31 May 2018.**

Time: **14:15.**



Dear Councillor,

You are invited to attend the above meeting.

A note of the business to be considered is attached.

**Alistair Buchan,**  
**Chief Executive.**

### Contact

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### Further Information

This is a meeting which is open to the public.

This agenda and associated reports are available in portable document format (pdf) at [www.orkney.gov.uk](http://www.orkney.gov.uk).

## Order of Business

1. Apologies.

2. Declarations of Interest.

Members are asked to consider whether they have an interest to declare in relation to any item on this agenda. Any member making a declaration of interest should indicate whether it is a financial or non-financial interest and include some information on the nature of the interest. Advice may be sought from Officers prior to the meeting taking place.

3. Disclosure of Exempt Information.

The Sub-committee is asked to consider whether the public should be excluded from the meeting for Item 6, together with Appendix 2 of Item 5, as consideration of the business may involve the likely disclosure of exempt information of the classes described in the relevant paragraphs of Part 1 of Schedule 7A of the Local Government (Scotland) Act 1973 as amended.

4. Workforce Planning – report by Executive Director of Corporate Services **attached**.

5. Human Resources – Annual Overview – report by Executive Director of Corporate Services **attached**.

**Appendix 2: Not for publication by virtue of paragraph 1 of Part I of Schedule 7A of the Local Government (Scotland) Act 1973.**

6. Change Review – Staff and Workforce Planning – report by Executive Director of Corporate Services **attached**.

**Not for publication by virtue of paragraphs 1 and 11 of Part I of Schedule 7A of the Local Government (Scotland) Act 1973.**

## Local Government (Scotland) Act 1973 – Schedule 7A

### Access to Information: Descriptions of Exempt Information

Paragraph 1. Information relating to a particular employee, former employee or applicant to become an employee of, or a particular office holder, former office-holder or applicant to become an office-holder under, the authority.

Paragraph 11. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office-holders under, the authority.