

Minute

Human Resources Sub-committee

Tuesday, 25 March 2025, 14:00.

Council Chamber, Council Offices, School Place, Kirkwall.



Present

Councillors Alexander G Cowie, James R Moar, Janette A Park, John A R Scott, Gwenda M Shearer, Ivan A Taylor, Duncan A Tullock and Heather N Woodbridge.

Clerk

- Sandra Craigie, Committees Officer.

In Attendance

- Hayley Green, Corporate Director for Neighbourhood Services and Infrastructure.
- Andrew Groundwater, Head of Human Resources and Organisational Development.
- Gavin Mitchell, Head of Legal and Governance.
- Craig Walker, Service Manager (Human Resources Operations).

Declarations of Interest

- No declarations of interest were intimated.

Chair

- Councillor Alexander G Cowie.

1. Recruitment and Selection Policy

After consideration of a report by the Corporate Director for Neighbourhood Services and Infrastructure, together with an Equality Impact Assessment, copies of which had been circulated, and after hearing a report from the Service Manager (Human Resources Operations), the Sub-committee:

Resolved to **recommend to the Council** that the revised Recruitment and Selection Policy, attached as Appendix 1 to this Minute, be approved.

2. Relocation Policy

After consideration of a report by the Corporate Director for Neighbourhood Services and Infrastructure, together with an Equality Impact Assessment, copies of which had been circulated, and after hearing a report from the Service Manager (Human Resources Operations), the Sub-committee:

Resolved to **recommend to the Council** that the Relocation Policy, attached as Appendix 2 to this Minute, be approved.

3. Market Supplement Policy

After consideration of a report by the Corporate Director for Neighbourhood Services and Infrastructure, together with an Equality Impact Assessment, copies of which had been circulated, and after hearing a report from the Service Manager (Human Resources Operations), the Sub-committee:

Resolved to **recommend to the Council** that the Market Supplement Policy, attached as Appendix 3 to this Minute, be approved.

4. Conclusion of Meeting

At 14:23 the Chair declared the meeting concluded.

Signed: Alexander G Cowie.