

**Minutes of: EMPLOYMENT PANEL**

**Date of Meeting:** 14 June 2022

**Present:** Councillor T Rafiq (in the Chair)  
Councillors R Bernstein, J Grimshaw, D Berry, C Cummins,  
T Tariq, M Walsh and L Dean

**Also in attendance:** Sam McVaigh, Director of People and Inclusion, Simon Bagley,  
Head of Human Resources, Kelly Barnett, Democratic Services

**Apologies for Absence:** Councillor E Moss

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**5 APOLOGIES FOR ABSENCE**

See apologies noted above.

**6 DECLARATIONS OF INTEREST**

Councillor Dean declared a person interest in Bury Council, as his partner is an employee.

**7 MINUTES OF THE PREVIOUS MEETING**

**It was agreed:**

1. It was agreed that the notes of the meeting held on 5 April 2022 be approved as a correct record and signed by the Chair.

**8 TERMS OF REFERENCE**

Sam McVaigh highlighted to members a proposed amendment to the terms of reference.

**It was agreed:**

1. The amendment to the terms of reference be agreed.

**9 RECRUITMENT AND SELECTION TRAINING**

Sam McVaigh facilitated a recruitment and selection training session.

**It was agreed:**

1. To share the training slides with members.

**10 GRIEVANCE AND DISCIPLINARY APPEALS TRAINING**

Simon Bagley, Head of Human Resources facilitated a training session around the grievance and disciplinary appeal hearings.

**11 URGENT BUSINESS**

There was no urgent business.

**COUNCILLOR T RAFIQ**  
**Chair**

**(Note: The meeting started at 7.00 pm and ended at 8.40 pm)**