

Appointment of HR Adviser to the Board

Author: Steve Rodrick Chief Officer

Summary: Sally Charman has been appointed as HR adviser to the Board and is currently reviewing existing HR policies and procedures.

Purpose of Report: To advise the Committee of the appointment of an HR Adviser.

Background

1. From the establishment of the Board until March 2006 Bucks CC provided HR (Human Resources) advice to Board. That agreement was terminated when the Board began to operate its own payroll. Since that time the Board has operated without any professional HR advice. During this period the Chief Officer has managed personnel matters with the advice of Alan Walters. It is a practical arrangement but not ideal.
2. Following Committee approval the recruitment of an HR Adviser began in September. Sally Charman has been appointed to the role of HR Adviser to the Board. Sally is an independent consultant with over 25 years experience, much of it as senior personnel manager with British Waterways Board. A work programme has been agreed with the following priorities
 1. To ensure the Board is complying with all relevant legislation.
 2. To bring all employment policies up to date.
 3. To review and advise on changes to comply with good practice.
3. Sally has identified an urgent need for the Board to adopt its own Health and Safety Policy (Item 9).
4. A full draft of proposed revisions to existing HR policies and procedures will be presented to the next Executive Committee.

Recommendation

1. **To note the appointment of Sally Charman as HR adviser to the Conservation Board.**