

Bassingbourn-cum-Kneesworth Parish Council

HUMAN RESOURCES COMMITTEE

TERMS OF REFERENCE

March 2020

Purpose To advise the Parish Council upon human resources matters within the scope below

To implement human resources actions specifically authorised by the Parish Council

1. **Reports to** Bassingbourn-cum-Kneesworth Parish Council

2. **Status** Enduring, subject to annual re-appointment

3. **Membership** May include councillors only

4. **Scope** Recruitment
Contract of Employment
Job description
Pay and Conditions, including pensions
Discipline
Terminations
Dispute Resolution

5. **Delegation of Authority**
No expenditure authority.