

AGENDA

PERSONNEL COMMITTEE

Agenda for the meeting to be held on Wednesday 13 June 2018 at 7.00pm in the Sandbach Literary Institution.

This meeting will be clerked by Ann Banks.

Please register apologies with Ann by 6pm on the day of the meeting.

1. EXCLUSION OF PUBLIC AND PRESS

Action: To determine which items of the Personnel Committee Meeting should be considered with the exclusion of public and press [Public Bodies (Admission to Meetings) Act 1960].

2. APPOINTMENT OF CHAIR

3. APPOINTMENT OF VICE-CHAIR

4. APOLOGIES FOR ABSENCE

5. DECLARATIONS OF INTEREST

To provide an opportunity for Members and Officers to declare any disclosable pecuniary and non-pecuniary interests in relation to any item on the agenda.

6. MINUTES OF THE MEETING HELD 25 APRIL 2017

[Attached]

Action: To approve the minutes of the Personnel Committee meeting held on 25 April 2018.

7. BEREAVEMENT LEAVE

[Attached: Report]

Action: To agree bereavement leave entitlement.

8. ZERO HOURS CONTRACT

[Attached: Report and Zero Hours Contract Template]

Action: i. To adopt Zero Hours Casual Contract
ii. To agree a 4 hr contract for Regular Casual Worked (named)

9. STAFF SURVEY REVIEW

[Attached: Survey Precis]

Action: To note the Precis.

10. CONDUCT ISSUES – IMPLEMENTATION PLAN

[Attached: Table]

Action: To agree Implementation Plan.

11. DIGNITY AT WORK POLICY

[Attachment – Amended Policy]

Action: To recommend amendments to Council.

12. ITEMS FOR NEXT MEETING

13. DATE, TIME AND PLACE OF NEXT MEETING

The next meeting of the Personnel Committee will be held on Wednesday 20 March 2019 or at 7pm at the SLI – or at a date to be announced.