

# AGENDA

## PERSONNEL COMMITTEE

Agenda for the meeting to be held on Wednesday 19<sup>th</sup> January 2022  
at **7.00pm** in the Ballroom, Sandbach Town Hall.

### 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. APOLOGIES FOR ABSENCE

### 3. 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.

### 4. MINUTES OF THE PREVIOUS MEETING

The minutes of the Personnel Committee Meeting held 9 December 2021 are presented for approval.

### 5. PENSION DISCRETIONS POLICY

[Attached: Report and Draft Policy]

Action: *To determine a Pensions Discretion Policy consisting of all mandatory policies under delegated authority and notify it to Cheshire Pensions and advise all staff.*

### 6. EMPLOYEE HANDBOOK AND OFFICER CODE OF CONDUCT

[Attached: Report, updated handbook and draft document]

Action: *i. To adopt the revised Employee Handbook  
ii. To recommend the proposed Officer Code of Conduct to Council for adoption.*

### 7. MEDIATION UPDATE

[Attached: Confidential Report]

Action: *To receive report update and agree next steps.*

### 8. UPDATE ON STAFF

Action: *To receive status update.*

**9. OFFENSIVE COMMUNICATIONS**

Action: *To receive verbal update on status.*

**10. CORRESPONDENCE**

**10.1 Mrs Fiona Bruce MP**

Response in relation to communication from STC Personnel Committee.

**11. ITEMS FOR NEXT MEETING**

Real living wage increase (April).

**12. DATE, TIME AND PLACE OF NEXT MEETING**

The next Personnel Meeting will take place on the 16<sup>th</sup> March 2022 at 7pm in Sandbach Town Hall.