

AGENDA

PERSONNEL COMMITTEE

Agenda for the meeting to be held on Tuesday 17 March at 7.00pm
via Zoom meeting id 859-2242-9649

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. 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 last meeting are not available at the time of publishing the agenda.

5. STAFFING MATTERS

Lead: Clerk

[Attached: Report]

Action: *To note the report.*

6. PAY

Lead: Clerk

Attached: Report]

6.1 Annual Incremental Pay Awards

To approve annual pay awards in accordance with agreed Terms and Conditions.

6.2 Real Living Wage

To agree to implement the new (2021) Real Living Wage with effect from 1 April 2021.

7. STAFFING REVIEW

Lead: Chair of Personnel

[Attached: Consultant Report]

Action:

1. *To note the 17 recommendations contained within the report.*
2. *The Clerk to share the report with staff and to report findings to the next meeting of the Committee.*

8. CORRESPONDENCE

There is none.

9. ITEMS FOR NEXT MEETING

- Staffing Review – Adopt Recommendations
- Personnel Working Group – Final Report and Close
- Employee Handbook Revision
- Employee T&Cs Revised Model Document

10. DATE, TIME AND PLACE OF NEXT MEETING

To be agreed.