



## **PERSONNEL COMMITTEE**

Agenda for the meeting to be held on **Wednesday 8<sup>th</sup> January 2025**  
at the **Enterprise Centre**, commencing **7pm**.

Committee Members: Cllrs S Broad (Vice Chair),  
D Poole, S Richards, J Arnold, L MacGregor, M Hough, M Mitchell,  
G Price Jones and S Wright. Cllr A Nevitt (ex-officio)

### **1. APOLOGIES FOR ABSENCE**

To receive apologies for absence to be made directly to [info@sandbach.gov.uk](mailto:info@sandbach.gov.uk) **by 4pm** on the day of the meeting, at the latest.

### **2. DECLARATIONS OF INTEREST**

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

### **3. ITEMS TO BE CONSIDERED IN THE ABSENCE OF PUBLIC AND PRESS**

To consider items that, under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for any items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.

Lead: Chair

**Action:** *To approve any items to be excluded from press and public, if appropriate.*

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The Chair of the meeting will adjourn the meeting to allow questions from members of the public relating to items on the agenda.

After the questions, the Chair will reconvene the Meeting.

*If a member of the public wishes to speak to an item which is not on the agenda, we request that written confirmation of the question to be raised is received three clear working days prior to the meeting, via*

*[Info@sandbach.gov.uk](mailto:Info@sandbach.gov.uk)*

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#### **4. MINUTES OF THE LAST MEETING**

**Action:** *To approve the draft minutes of the meeting held on 10 December 2024. (Draft minutes to follow.)*

#### **5. TOR**

[Current versions saved : <https://sandbach.gov.uk/council-committees/> ]

**Lead:** Vice Chair

**Action:** *To review the Terms of Reference of Personnel and Appeals Committee's and make recommendation to Council for any suggested amendments.*

#### **6. PANEL MEMBERSHIP**

**Lead:** Vice Chair

**Action:** *To confirm hearing panel membership.*

#### **7. STAFFING MATTERS**

**Lead:** Vice Chair

**Action:** *To receive an update on staffing matters and current structure, agree next steps and any required actions.*

#### **8. ITEMS FOR FUTURE MEETINGS**

**Lead:** Vice Chair

**Action:** *To identify items for future meetings.*

#### **9. DATE OF NEXT MEETING**

Meetings are arranged when required.