

PERSONNEL COMMITTEE

To be held on Monday 22nd January 2024 at 6.30pm In the Guild Hall Chamber

The attendance of the following Councillors is requested at the above meeting:
Councillors Darren Chapman, Clive Goddard, Robert Jones, Paul Rye, Martin Sweeney.

AGENDA

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Council's Code of Conduct and by the Localism Act 2011.

3. MINUTES (enclosure)

The minutes of the meeting held on Monday 18th September 2023 to be agreed as a true record of the meeting and signed by the Chairman

4. PRESS AND PUBLIC EXCLUDED

To consider to resolve that this meeting be held without press or public present as the content of discussions will involve sensitive and confidential matters and is therefore exempt information as defined in Paragraph 4 of Part 1 of Schedule 12A to the local Government Act 1972, to be treated as confidential by Members

5. CONFIDENTIALITY

Chairman to advise on the subject of confidentiality

6. NALC 2023/24 LOCAL GOVERNMENT SERVICES PAY AGREEMENT (enclosure)

The National Joint Council for Local Government Services has reached agreement on rates of pay applicable from 1 April 2023 to 31 March 2024. The new pay rates for local councils are attached and have been agreed with SLCC and ALCC. Employers are encouraged to implement this pay award as swiftly as possible. For all spinal points to 43 the agreed award was a flat rate payment of £1,925. For scale points above that the award was 3.88%

7. STAFF APPRAISALS

Chairman to report on the staff appraisals carried out along with Cllr Sweeney in October 2023 and Councillors to consider any recommendations.

8. COMPLAINTS

- a) Chairman to report on complaint made by a member of staff due to a Councillor's behaviour
- b) Councillors to consider a complaint made by a Councillor due to incident when representing the Council at the meeting of an outside body.
- c) Councillors to consider a complaint made by a Councillor regarding public questions

9. REVIEW AND UPDATE OF COUNCILLOR/OFFICER PROTOCOL (enclosure)

To consider review and adopting of the updated Councillor/Officer protocol to take into account a complaint made by a staff member regarding a Councillor's behaviour.

10. POLICY FOR PUBLIC PARTICIPATION AT COUNCIL MEETINGS (enclosure)

Following a request made by the Mayor at the close of the January 2024 Council meeting and a complaint regarding public questions to consider the introduction of a policy outlining the protocols of public participation at meetings

11. STAFFING MATTERS

Review of workload and allocation of work and hours – Town Clerk to report

Angela Alexander BA (Hons)
Town Clerk
17th January 2024

Personnel 22nd January 2024

