

St Austell Town Council



To: All Members of the Staffing Committee

Dear Councillor

You are summoned to attend a **Meeting of the Staffing Committee** to be held in the **Stable Block, Pondhu House, Penwinnick Road, St Austell, PL25 5DP** on **Monday 15th January 2018** at **6pm**.

David Pooley
Town Clerk

9th January 2018

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AGENDA

1. Apologies for Absence

2. Declarations of Interest

(Purpose: To receive declarations of disclosable pecuniary and other non-registerable interests in respect of items on this agenda).

3. Minutes of meeting held on 7th July 2017

(Purpose: To agree that the minutes of the above meeting be signed as a correct record).

Pages
1 - 4

4. Matters to note

A verbal update from the Town Clerk on the actions taken since the last meeting.

Note: No decision may be made under this agenda item.

5. Training and Development

**Pages
5 - 8**

(Purpose: To review the Town Council's Training and Development activities over the last 12 months). (Records attached).

6. Local Government National Pay Negotiations 2018

**Pages
9 - 18**

(Purpose: To note the Local Government National Pay Negotiations 2018). (Correspondence attached).

7. To consider excluding the press and public.

Under Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, it is proposed that, because of the confidential nature of the business to be transacted, the public and press be excluded from the meeting for the business specified for the following item:

Items 8-10 are confidential because they contain sensitive staffing information.

8. Staffing Review

**Pages
19 to 26**

(Purpose: To provide Members with an update on a number of staffing matters and consider making some minor amendments to the staffing establishment). (Report attached).

9. Sickness Absence

**Pages
27 to 32**

(Purpose: To receive a report on staff sickness absence for the period April 2017 to January 2018). (Report attached).

10. Staff Annual Leave

**Pages
33 to 36**

(Purpose: To receive a report on staff annual leave for the 2017/18 financial year). (Report attached).