

St Austell Town Council



To: All Members of the Staffing Committee

Dear Councillor

You are summoned to attend a **Remote Meeting of the Staffing Committee** to be held using **Zoom** on **Friday 7th August 2020** at **9.00am**.

Due to the confidential nature of the business to be transacted, Members of the public are entitled to join the meeting for items 1 – 5 only

David Pooley
Town Clerk

31st July 2020

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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 Monday 28th June 2019

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

**Pages
1 to 6**

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. National Pay Negotiations

**Pages
7 to 8**

(Purpose: To receive an update on the national pay negotiations for the year commencing 1st April 2020). (Report attached).

6. 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 7-10 are confidential because they contain sensitive staffing information.

7. Staffing Review

**Pages
9 to 16**

(Purpose: To update members on a number of staffing matters and working arrangements and adjustments in light of Covid-19). (Report attached).

8. Staff Development Reviews

**Pages
17 to 36**

(Purpose: To note the latest staff development reviews of the Town Clerk, Deputy Town Clerk and Operations Manager) (Reviews attached).

9. Staff Sickness Absence

**Pages
37 to 40**

(Purpose: To provide Members with details of staff sickness absences for the period 1st April 2019 to 31st March 2020). (Report attached).

10. Pension Fund Discretions

**Pages
41 to 44**

(Purpose: To confirm pension fund discretions). (Report attached).

11. Date of Next Meeting