



HASLEMERE TOWN COUNCIL

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2nd March 2020

To all Members of Staffing Committee

Chairman	Cllr M. Odell
Deputy Chair	Cllr P. Nicholson
Councillors	Arrick, Dullaway, Matthes

I give notice that a meeting of Staffing Committee will be held on Friday 6th March 2020 at 11am at the Town Hall, High Street, Haslemere and you are hereby summoned to attend such meeting.

Yours sincerely,

Mrs Lisa O'Sullivan
Town Clerk

AGENDA

1. APOLOGIES FOR ABSENCE

To receive apologies for absence.

2. DECLARATION OF PECUNIARY AND NON-PECUNIARY INTEREST

To receive from members declarations of Disclosable Pecuniary Interests or Non-Pecuniary Interests, in addition to those listed and previously circulated in relation to any items included on the agenda for this meeting, in accordance with LOCALISM ACT 2011 s. 29 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

3. MINUTES OF THE LAST MEETING

APPENDIX 1

The minutes of the meeting held 11th October 2019 are attached.

RECOMMENDED: That the minutes of the meeting held 11th October 2019 are approved and signed by the Chairman.

4. INCREASE IN PENSIONS CONTRIBUTIONS

APPENDICES 2 & 3

Please see attached appendices, Town Clerk to report. In January Council delegated decision making on this issue to the Staffing Committee.

RECOMMENDED: That the committee accepts that Surrey Pension fund increase in employer contributions to 18.5%.

5. COMMUNICATIONS

In the recent staff appraisals, all staff members reported frustration with communication with some councillors and time being wasted chasing for answers to emails.

RECOMMENDED: That a small task group is set up to see how this can be addressed.

6. ADDITIONAL STAFFING RESOURCE

APPENDIX 4

Council has approved budget for an additional part time member of staff from April 2020. Committee to consider the attached job specification and agree the recruitment process.

7. EXCLUSION OF THE PUBLIC

RECOMMENDED: "That in accordance with the provisions of section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting by reason of the confidential nature of the business to be transacted.

8. STAFF APPRAISALS AND PAY RISES

CONFIDENTIAL APPENDICES 5-7

To agree the staff appraisals at appendices 2-4.

RECOMMENDED: That payrises are agreed as per the recommendations in the confidential staff appraisals.

** End of Agenda **