

THE IVERS PARISH COUNCIL

7 June 2022

To all Members of the STAFFING COMMITTEE

You are invited to attend the **Staffing Committee of The Ivers Parish Council** to be held on **Monday 13 June 2022** commencing at **7.00pm**. This meeting will be held at the Parish Council Offices (45B High Street, Iver, SL0 9ND) for the purpose of transacting the following business.

Louise Steele

Locum Clerk

AGENDA

1. ELECTION OF CHAIR

To elect the Chair of the Staffing Committee.

2. ELECTION OF VICE-CHAIR

To elect the Chair of the Staffing Committee.

3. APOLOGIES

4. DECLARATIONS OF INTEREST

a. To note any declaration of interest made by Members in connection with an Agenda item. Members to specify the nature of the interest;

b. To receive any written requests for dispensations for disclosable pecuniary interests;

c. To grant any requests for dispensation as appropriate.

5. PUBLIC PARTICIPATION - *An Open Session will be held for members of the public who may ask questions or submit comments about agenda items/parish council matters. Parish Councillors may also make comment at this time. Each person speaking will usually be limited to three minutes. Duration of this part of the meeting usually to be no longer than fifteen minutes.*

6. CHAIR'S ANNOUNCEMENTS

7. "BEING A GOOD EMPLOYER"

To note the NALC Guidance on "Being a Good Employer", previously circulated to all Councillors. See Appendix 7.1.

8. HEALTH AND SAFETY

Deferred from Full Council on 19 April 2022. To receive the oral report of the Deputy Clerk on the consultation with staff concerning the Health and Safety Policy

Document and the Health and Safety Staff Handbook. Documents attached as Appendices 8.1 and 8.2

9. COMMITTEE WORK PROGRAMME

To consider whether a committee work programme is required, and, if so, the matters that might form part of that work programme.

10. EXCLUSION OF THE PRESS AND PUBLIC

To exclude the Public and Press from the remainder of the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 as matters which will be discussed are considered to be confidential)

11. GROUNDS TEAM RESOURCING

At Full Council on 19 April Members considered a report of the Deputy Clerk. A decision was deferred for more information on WorkNest's advice on implementation of the proposal. The report of the Deputy Clerk is attached as Appendix 11.1 and advice and a draft letter agreed with WorkNest is circulated as a confidential appendix (Appendix 11.2).

Members also asked officers to report to the Staffing Committee on recruitment to the vacant post and the Locum Clerk will give an oral update

12. APPOINTMENT OF A NEW CLERK

At the Annual Meeting of Council a report from the HR consultant supporting the process to recruit a new clerk was received. Consideration of any future action was deferred to this meeting. The report is circulated again as a confidential appendix (Appendix 12.1).

Cllrs on the Committee: Cllrs Ciarán Beary (ex-officio), Peter Kinchin (ex-officio), Julie Cook, Vishal Gupta, Sarah Hutchins, Wendy Matthews, Peter Stanhope, Michael Sullivan, and Graham Young

Copies to: Cllrs Sam Bhachu, Mohinder Bhatti, Paul Brooksby, Adam Burke, and Stuart Mills