

**Notice of Staffing Committee meeting to be held on
Thursday 19 March 2015 at 7.30pm in
The Council Chamber, Diamond Jubilee Lodge, Wood View Road, Hellesdon**

AGENDA

WELCOME

- 1. Apologies and acceptance for absence**
- 2. Declarations of interest and Dispensations**
Members should declare any disclosable pecuniary interests, non-disclosable pecuniary interests and non-pecuniary interests in **any item(s) on the agenda**. In the case of disclosable and non-disclosable pecuniary interests the member must withdraw from the room immediately after making representations, answering questions or giving evidence – ***Please contact the office should any item need clarification***
- 3. To receive approval of minutes of the committee meetings held on 20 January & 20 February 2015 from those members present at the held meetings**
- 4. Public Participation** (as permitted by Standing Order 3.d & 5.k. xiii)
Members of the public are invited to speak and are **only** permitted to speak at this point in the meeting. (Public participation shall be in accordance with Standing Orders and shall not exceed 15 minutes unless such time is extended by the Chairman).
- 5. General Matters**
 - 5.1 LCRS. To note the 'Action to be taken' within Action Plans as ongoing. Policies have been discussed with Committee Chairman and will form appendix of Staff Handbook (Staffing Policies) or as stand-alone Policies (Operational Policies).
 - 5.2 To consider a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of the following items in view of the confidential and personal nature of the business to be transacted. If resolved, such items to be dealt after item 7
 - (i) To consider action following closed meeting with Claudius Consulting
 - (ii) To consider staff requests for carry forward of annual leave.
 - (iii) To consider letter from employee
 - (iv) To consider Head Groundsman substantive position following third performance review
- 6. Exchange of Information**
- 7. To confirm the date, time and venue of next meeting – next ordinary meeting to be set at the First Meeting of the Council in accordance with Standing Order 5kxi**

MEMBERS OF THE PUBLIC ARE INVITED TO ATTEND

Mrs Patricia Kirby
Clerk to the Council

13 March 2015