



EARL SHILTON TOWN COUNCIL

Notice is hereby given that a meeting of **Earl Shilton Town Council Staffing Committee** will be held on **Tues 13 March 2018** at **The Stute, Station Road.**, Earl Shilton, LE9 7NE starting at **6.00 p.m.** for the transaction of the business detailed on the agenda below. Members of the Staffing Committee are summoned to attend please.

ME Jackson

ME Jackson
Town Clerk
21, Wood St., LE9 7NE
01455 843386

Dated: 06 March 2018

AGENDA

1. Chairman's welcome and opening remarks.
2. To receive apologies for member absence.
3. Declarations of interests. To receive disclosures of individual member's interests, i.e. the existence and the nature of those interests in respect of items on this agenda.

Confidential Items – in accordance with the Public Bodies (Admissions to Meetings) Act 1960, the press and public will be excluded from the agenda items below by reason of the confidential nature of the business to be discussed and will be requested to withdraw. The Cttee must resolve to move into private session.

4. To receive and approve as a true record the minutes of the Staffing Committee meeting held on 13 February 2018.
5. To consider the implications and possible welfare actions needed for the management of the continued long term sick absence of a member of staff.
6. To discuss the contract implications of a member of staff passing their CiLCA qualification, viz.:
 - Pay Scale Point W.E.F. 01 Mar 18 and 01 Apr 18; see Agenda Item 7 below.
 - Possible change of appointment title and effective date.
 - SLCC membership from 01 Apr 18.
7. To discuss draft staff PDRs for 2017/8 as tabled, in general and in particular to discuss Pay Scale Points for 01 Apr 18.
8. To receive an update regarding the probation interview for the Head of Groundcare, (Fri 02 Mar 18).
9. To receive an update regarding the process of hiring a *Groundcare Apprentice*.

The public and media are cordially invited to attend but will be excluded from any items declared as *confidential* within the meaning of the Public Bodies (admissions to meetings) Act 1960.