



PEACEHAVEN TOWN COUNCIL

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TOWN COUNCIL OFFICE
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Members on this Committee

Cllr D Seabrook, (Chair of Council), Cllr I Sharkey (Vice-Chair of Council),
Cllr C Gallagher (Chairman of Committee), Cllr W Veck, Cllr M Campbell, Cllr D Donovan,
Cllr P Davies, Cllr C Cheta, Cllr I Alexander, Cllr S Griffiths, Cllr N Fabry.

2nd August 2023

Members of Peacehaven Town Council's Personnel Committee are summoned to a meeting to be held in Community House on Tuesday 8th August 2023 at 7.30 p.m.

Tony Allen
Town Clerk

A G E N D A

E373 CHAIRMAN'S ANNOUNCEMENTS.

E374 TO CONSIDER APOLOGIES FOR ABSENCE.

E375 TO RECEIVE DECLARATIONS OF INTERESTS FROM MEMBERS.

E376 TO REVIEW COMMITTEE'S BUDGETARY POSITION.

E377 TO DECIDE ON IMPLEMENTING THE HEALTH AND SAFETY EXECUTIVE STRESS MANAGEMENT STANDARDS.

E378 DATE OF THE NEXT MEETING – 12TH SEPTEMBER 2023 at 6PM.

E379 TO RESOLVE TO EXCLUDE PRESS AND PUBLIC FROM THE FOLLOWING ITEMS

NOTE: In accordance with Standing Order No. 3(d) and the Public Bodies (Admission to Meetings) Act 1960, Section 1, in view of the confidential nature of the following business to be transacted, the public and press are excluded from the discussion of the following items.

E380 TO ADOPT THE MINUTES OF 5th & 18th JULY 2023 MEETINGS.

E381 TO REVIEW THE COMMITTEE'S ACTION PLAN.

E382 TO RECEIVE A REPORT ON STAFF SICKNESS ABSENCE.

E383 TO RECEIVE A VERBAL REPORT FROM THE CHAIR ON MATTERS RELATING TO:

1. The leaving arrangements for a member of staff and procedures to be followed.
2. The staffing arrangements for the transition period.
3. The engagement of a Locum.

E384 TO DISCUSS CURRENT STAFFING ARRANGEMENTS AND CONSIDER FUTURE REQUIREMENT.

E385 TO RECEIVE A REPORT FROM THE DISCIPLINARY INVESTIGATION PANEL

E386 TO RECEIVE A VERBAL REPORT FROM THE SKILLS AND TRAINING AUDIT TFG.

E387 TO RATIFY THE DECISION OF POLICY AND FINANCE COMMITTEE TO INCREASE A STAFF MEMBER'S HOURS, AGREE AN INCREMENT FOR THEIR QUALIFICATION ACHIEVEMENT AND DISCUSS THE ROLE.