

10th November 2023

All Committee Members are summoned to attend an EXTRAORDINARY MEETING of the STAFFING COMMITTEE to be held on Friday 17th November 2023 at 7.30pm in the Pavilion, Englefield Road.

Regards



Di Hughes
Operations Manager/Clerk

Due to the personnel content covered at this meeting, as per standing order 3d, 11a & 11d, this meeting will not be open to members of the public or press.

AGENDA

1. APOLOGIES

Council to receive apologies and reasons for absence.

2. DECLARATIONS OF INTEREST and DISPENSATIONS

With reference to items on the agenda Members are reminded of their responsibility to declare interests.

3. APPROVAL OF MINUTES OF THE PREVIOUS MEETING

Council to approve and sign the minutes of the previous staffing committee meeting.

4. NATIONAL LIVING WAGE

5. NJC NATIONAL SALARY 2023/2024 PAY SCALES

6. CURRENT WORKING ARRANGEMENTS FOR STAFF

7. SUCCESSION PLANNING – NEW JOB DESCRIPTIONS & PERSONAL SPECIFICATIONS

8. CHRISTMAS OPENING HOURS

10. DATE OF NEXT MEETING

Monday 5th February 2024 @ 7.00pm