

TODMORDEN TOWN COUNCIL

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5th February 2020

NOTICE IS HEREBY GIVEN that an EXTRAORDINARY Staffing Committee meeting will be held in the Cockroft Suite, Todmorden Town Hall, Bridge Street, Todmorden on **Wednesday 12th February at 6.30pm.**

Colin Hill

C R Hill
Town Clerk and Responsible Financial Officer

COMMITTEE MEMBERSHIP

M Carrigan (Chair)	D Skelton (Vice-Chair)	K White (Ex-Officio)
R Coleman-Taylor	A Hollis	
A Greenwood	L Levick	

6 Committee members and Town Mayor (Ex-Officio)

AGENDA

1. Apologies for Absence

To receive and approve apologies for absence and reasons given to the Clerk prior to the meeting

2. Declarations of Interests

To receive disclosures of personal and prejudicial interests from members on matters to be considered at the meeting. Officers are required to make a formal declaration about council contracts where the employee has a financial interest.

Note: Members must generally declare a disclosable pecuniary interest which he or she has in any item on the Agenda. A Member with a disclosable pecuniary interest may not participate in any discussion of the matter at the meeting and must not participate in any vote taken on the matter at the meeting. In addition, the Council's Standing Orders require a Member with a disclosable pecuniary interest to leave the room where the meeting is held while any discussion or voting takes place.

3. Public Participation

To adjourn the meeting to allow members of the public to make representation on the business of the agenda for the meeting.

Note: No resolutions can be under public participation

4. Minutes

To approve the draft minutes of the Staffing committee meeting held on 21st August 2019

5. Exclusion of Press and Public - Public Bodies (admission to meetings act) 1960

To consider and confirm any agenda items that require the exclusion of the Press and Public in accordance with the Public Bodies (Admissions to Meetings) Act 1960 for matters appertaining to confidential or exempt information.

Item 7. Exclusion of the Public To consider the exclusion of the public from the meeting before discussion takes place on the following item of business on the grounds that, in view of the nature of the business to be transacted, if the public were present, there would be a disclosure to them of exempt information within the meaning of schedule 12A to the Local Government Act 1972.

6. Outsourcing of HR Services

To consider a report being taken to General Purposes Committee recommending appointment of an external HR provider.

Exclusion of the public

7. Staffing Restructure

To consider a paper recommending an increase in staffing establishment to reflect increasing workloads arising out of additional committee work.

8. Any items for discussion for a future agenda

To notify the Clerk of any matters for inclusion on the agenda of the next meeting

9. Date of the next committee meeting

To confirm the date, time and venue of an additional Staffing committee meeting to be convened (if required).