

**Notice of Staffing Committee meeting to be held on
Tuesday 20 January 2015 at 7pm 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 meeting held on 24 November 2014 from those members present at the held meeting**
- 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 To consider communication from HR Consultant in respect of retainer basis
 - 5.2 To consider 'out of hours' access requirements
 - 5.3 To consider out-sourced employee call in service
 - 5.4 To consider inclusion in Pension Policy Statement in respect of changing bands mid-year
 - 5.5 To review historic procedure in respect of staff leave either side of carnival weekend
 - 5.6 To ratify revised H&S Management & Organisation – includes Policy & Arrangements
 - 5.7 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
 - 5.7a Demands & Needs Study. To note the current position of this topic.
- 6. Exchange of Information**
- 7. To confirm the date, time and venue of next meeting**

MEMBERS OF THE PUBLIC ARE INVITED TO ATTEND

Mrs Patricia Kirby
Clerk to the Council

14 January 2015