

BERWICK-UPON-TWEED TOWN COUNCIL

To: ALL MEMBERS OF THE STAFFING COMMITTEE

You are hereby summoned to attend a meeting of the **STAFFING COMMITTEE** to be held in the Ante-Room, Town Hall, Marygate, Berwick-Upon-Tweed, on **MONDAY 7 JULY 2014 at 6.00 pm.**

The Agenda for the meeting is set out below.



Town Clerk

30 June 2014

A G E N D A

1. ELECTION OF CHAIRMAN

To elect a Chairman of the Committee for the 2014-15 municipal year.

2. APOLOGIES FOR ABSENCE

To receive apologies for absence.

3. APPOINTMENT OF VICE CHAIRMAN

To appoint a Vice-Chairman of the Committee for the 2014-15 municipal year.

4. MINUTES OF THE LAST MEETING

Minutes of the meeting held on 14 April 2014.

5. MINUTES OF THE MEETING OF THE STAFFING SUB-COMMITTEE.

Minutes of the meeting held on 3 June 2014.

6. STATEMENTS BY THE PUBLIC

The Chairman to invite members of the public present, to put questions to, or draw relevant matters to the attention of, the Council, prior to commencement of business.

This is for a period of 15 minutes overall and is limited to 3 minutes per person.

7. DISCLOSURE OF INTERESTS

Unless already entered in the Council's Register of Members' interests, members are required to disclose any personal interest, (which includes any disclosable pecuniary interest), they may have in any of the items included on the agenda for the meeting in accordance with the Code of Conduct adopted by the Council on 9 July 2012, and are reminded that if they have any personal interests of a prejudicial nature they must not participate in any discussion or vote on the matter and must leave the room.

8. REQUEST FOR DISPENSATION

(i) To receive from members who have a Disclosable Pecuniary Interest in any items on the agenda an application for dispensation under section 33 of the Localism Act 2011 to enable members to participate in discussions and voting (pro-forma attached).

(ii) To consider requests for dispensation.

9. APPOINTMENT OF STAFFING SUB-COMMITTEE

To appoint the Membership of the Staffing Sub-Committee. The Sub-Committee will comprise 3 members of the Staffing Committee including the Chair of the Staffing Committee.

A Formal Resolution is required to exclude the press and public during the discussion of the following agenda item, which include issues of a personal and confidential nature

10. REPORT BY NORTH EAST REGIONAL EMPLOYERS' ORGANISATION (NEREO)

To receive a presentation by Peter Cameron on the report of the investigation by NEREO (**Appendix A**).

11. GRIEVANCE

To consider the implementation of the Council's grievance procedure.

A Formal Resolution is required to re-open the meeting to the press and public for the remainder of the meeting.

12. JOB EVALUATIONS AND STAFFING

To consider the proposals for job evaluations (**Appendix B**).

13. DATE OF NEXT MEETING

To agree a date for the next meeting.

MEMBERS OF THE STAFFING COMMITTEE:

Councillors: H Bettison, P Elliott, I Hunter, G Jones, J Lang, G Roughead, C Seymour, F Simpson and J Stephenson