



## CHICHESTER CITY COUNCIL

The Council House • North Street • CHICHESTER • West Sussex • PO19 1LQ

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Town Clerk : R Duggua RD BA (Hons)

**YOU ARE HEREBY SUMMONED TO A MEETING OF THE  
PERSONNEL SUB-COMMITTEE  
TO BE HELD IN THE COUNCIL CHAMBER  
ON THURSDAY 21 JULY 2022 AT 10.30AM.**

  
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**Town Clerk**

### AGENDA

1. ELECTION OF CHAIRMAN FOR 2022-2023
2. TO CONFIRM MEMBERSHIP OF THE PERSONNEL SUB-COMMITTEE
3. APOLOGIES FOR ABSENCE
4. TO APPROVE THE MINUTES OF THE PERSONNEL SUB-COMMITTEE MEETING HELD ON 13 MARCH 2019
5. DECLARATIONS OF INTEREST BY MEMBERS OF THE SUB-COMMITTEE IN MATTERS ON THE AGENDA FOR THIS MEETING
6. PUBLIC BODIES (ADMISSION TO MEETINGS ACT 1960)  
Proposal to resolve that the public and press be excluded from this meeting for agenda items 7 to 10 because of the nature of the business to be transacted, namely confidential staffing matters.
7. PROPERTY TEAM – DUTIES AND RESPONSIBILITIES  
  
Property Manager to report.  
  
Property Manager to also report on a short term temporary appointment during Summer months.
8. COMMITTEES AND COMMUNITIES OFFICER – WORKLOAD IMPLICATIONS AFTER NOVEMBER 2022
9. WORKING FROM HOME ARRANGEMENTS  
  
Deputy Town Clerk to report.
10. SENIOR STAFFING MATTERS  
  
Town Clerk to report (*report attached*).

DATE OF NEXT MEETING: To be confirmed

To: Members of the Personnel Sub-Committee

Councillors Apel, Barrie, Bell, Dignum, K Hughes, Joy, Plowman, Scicluna

*The filming, photographing and recording of City Council meetings is now permitted by those members of the press and public attending. This includes the use of mobile devices by those using social media. It would be appreciated if anyone who wishes to do this could let the Chairman know before the meeting commences.*

*However, these provisions will not apply on occasions where the press and public are excluded from the meeting when confidential matters are discussed.*

*It is requested that discretion is exercised and nothing done to disrupt or distract the meeting in any way. The Chairman will reserve the right to request that filming/recording ceases if it is having a detrimental effect upon the meeting. If you do not wish to be filmed then please let the Chairman know so that alternative arrangements can be made.*