



Chichester City Council

PERSONNEL SUB-COMMITTEE

Agenda

YOU ARE HEREBY SUMMONED TO ATTEND A MEETING OF THE PERSONNEL SUB-COMMITTEE TO BE HELD IN THE COUNCIL CHAMBER AT 2.00PM ON THURSDAY 1 SEPTEMBER 2022

1. APOLOGIES FOR ABSENCE

To receive and approve apologies and reasons for absence from members of the Sub-Committee.

2. DECLARATIONS OF INTEREST BY MEMBERS OF THE COMMITTEE IN MATTERS ON THE AGENDA FOR THIS MEETING

3. MINUTES OF THE PERSONNEL SUB-COMMITTEE MEETING HELD ON 8 AUGUST 2022

To approve and sign as a correct record the minutes of the Personnel Sub-Committee meeting held on 8 August 2022.

4. PUBLIC BODIES (ADMISSION TO MEETINGS ACT 1960)

Proposal to resolve that the public and press be excluded from this meeting for agenda items 5 and 6 due to the nature of the business to be transacted, namely confidential staffing matters.

5. SENIOR STAFFING MATTER

David Maycock of South East Employers will be in attendance.

To consider the following relating to the Town Clerk's post. First drafts of documents (a) to (c) have been previously circulated.

- a) Person specification
- b) Job description
- c) Action plan
- d) Interview panel membership

6. PROPERTY MANAGER

Request for reassessment of salary.

Town Clerk to report.

7. DATE OF NEXT ORDINARY MEETING

To: Members of the Personnel Sub-Committee
Councillors Apel, Barrie, Bell, Dignum, Gershater, 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.