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## To all Members of the Personnel Committee

Chair: Cllr Dalton

Vice Chair: Cllr Wells

Cllrs: T Corbin, M Mewse and C McGrath.

You are required to attend a meeting of the **Personnel Committee** of Salisbury City Council to be held on **Tuesday 25 April 2023 at 6.30pm at the Guildhall.**

This Committee meeting is open to the public and press to attend and those attending the meeting shall be informed that they may be recorded.

Annie Child  
City Clerk

**19 April 2023**

cc: All other Members of the Council for information

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## Agenda

### 1. Apologies:

To receive any apologies for absence.

### 2. Public Questions/Statement Time:

To receive any questions or statements from members of the public.

*Please note that in accordance with the Council's Standing Orders a question/statement may only be asked/made if written notice has been given to the City Clerk by midday on the working day before the meeting*

### 3. Councillor Questions/Statement:

To receive any questions or statements from Councillors.

*Please note that in accordance with the Council's Standing Orders a question/statement may only be asked/made if written notice has been given to the City Clerk 1 working day prior to the date of the meeting. For urgent questions/statements for which no notice has been given, a copy of the question/statement must be delivered to the City Clerk by three o'clock on the day of the meeting.*

**4. Minutes of Previous Meeting:**

To approve as a correct record and sign the minutes of the last meeting of the Personnel Committee held on Wednesday 12 October 2022.

**5. Declarations of Interest:**

To receive any declarations of interest.

**6. Dispensations:**

To note any Dispensations agreed by the Clerk in respect of this agenda prior to the meeting, and to determine any additional Dispensations requested at this meeting in respect of this agenda.

**7. Chairman's Announcements:**

To receive any announcements from the Chairman.

**8. HR Update:**

To note a report from the HR Manager.

*Background Papers: Report (Doc 90309)  
Contact Officer: Tracy Adams (01722 342860)*

**9. Real Living Wage:**

To consider the implementation date for the payment of the Real Living Wage.

*Background Papers: Report (Doc 90453)  
Contact Officer: Tracy Adams (01722 342860)*

**10. Career Break Policy:**

To consider a review of the Career Break Policy.

*Background Papers: Report (Doc 90456)  
Contact Officer: Tracy Adams (01722 342860)*

## **11. Staff Parking:**

To consider staff car parking at Shop Mobility

*Background Papers: Report (Doc 90457)*

*Contact Officer: Tracy Adams (01722 342860)*

## **12. Exempt Information:**

In view of the confidential or sensitive nature of the matters to be considered, the Personnel Committee will consider excluding the press and public from the meeting during consideration of agenda items 14, and 15 on the grounds that they may involve the disclosure of 'exempt information' as defined in Part 1 of Schedule 12A of the Local Government Act 1972, as amended by Local Government (Access to Information) Variation Order 2006 where the public interest in maintaining the exemption outweighs the public interest in favour of disclosure the information explained below:

**Agenda Item 13:** Casual Workers

**Agenda Item 14:** Terms and Conditions for TUPE Transfer Staff

Paragraph 1 namely: Information relating to an individual

Paragraph 4 namely: Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.

**15. Matters, if any, which by reason of special circumstances the Chairman decides should be discussed as a matter of urgency for information only. Please note that the Council cannot lawfully consider or determine any matter which is not specified on the Agenda of this summons.**