

The Guildhall
Market Place
Salisbury
SP1 1JH



Officer to contact: A Child
Direct line: 01722 342860
Email:
Corporate@salisburycitycouncil.gov.uk
Web: www.salisburycitycouncil.gov.uk

To all Members of the Personnel Committee

Chair: A Hoque Vice Chair: D Brown OBE

Cllrs: J Baber, T Corbin, B Dalton, A Foster and L Sirman

You are hereby summoned to attend the Personnel Committee meeting of Salisbury City Council which will be held virtually in accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 on **Monday 09 November 2020 at 6.30pm** using Microsoft Teams, when the following business will be transacted;

AnnieChild

Annie Child
City Clerk
2 October 2020

cc: All other Members of the Council for information

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.

Agenda

1. Election of the Chairman of the Personnel Committee for 2020/2021:

The Chairman of the Council will call for nominations.

2. Election of the Vice-Chairman of the Personnel Committee for 2020/21:

The new Chairman will call for nominations.

3. Apologies:

To receive any apologies for absence.

4. 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

5. 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.

6. Minutes of Previous Meeting:

To approve as a correct record and sign the minutes of the last meeting of the Personnel Committee held on 15 July 2019.

7. Declarations of Interest:

To receive any declarations of interest.

8. 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.

9. Chairman's Announcements:

To receive any announcements from the Chairman.

10. HR Update:

To note a report from the HR Manager, including progress on the Mental Health Employer's Pledge Action plan.

Background Papers: Reports (Doc 80113 and Doc 80051)

Contact Officer: Tracy Adams (01722 342860)

11. Staff Mental Health Policy:

To approve the Staff Mental Health Policy

Background Papers: Report (Doc 80138), Policy (Doc 80135)

Contact Officer: Tracy Adams (01722 342860)

12. SCC Employment Law Support:

To consider a report concerning Employment Law Support and agree a recommendation.

Background Papers: Report (Doc 80095)
Contact Officer: Annie Child (01722 342860)

13. Real Living Wage:

To consider a report concerning the Real Living Wage and agree a recommendation.

Background Papers: Reports (Doc 80140)
Contact Officer: Tracy Adams (01722 342860)

14. Exempt Information:

In view of the confidential or sensitive nature of the matters to be considered, the Committee will consider excluding the press and public from the meeting during consideration of agenda items 15 and 16 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 15 Flexible Retirement

Agenda Item 16 Minor Changes to the Establishment

Paragraph 1 namely: **Information relating to any individual.**

17. 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.