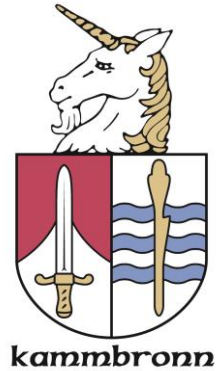


CAMBORNE TOWN COUNCIL

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Council Offices –
The Basset Centre, Basset Road, Camborne TR14 8SL
Telephone: 01209 612406
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To all members of the Staffing Committee.

Councillors: Mrs V Dalley (Chairman), C Godolphin (Vice Chairman).
J P Collins, Z Fox, R Marshall, M Pearce, G Winter.

I hereby summon you to an extraordinary meeting of the Staffing Committee to be held in the Clerk's Office, The Basset Centre, Basset Road, Camborne, on **Wednesday 15th November 2017 at 10.00am.**

AGENDA

1. Safety Procedures.
2. To receive apologies for non-attendance.
3. Members to declare disclosable pecuniary interests and non-registerable interests (including the details thereof) in respect of any items on this agenda including any gifts or hospitality exceeding £25.
4. To approve written request(s) for dispensations.
5. Chairman's Announcements.
6. That the Council resolves under the 1960 Public Bodies (Admission to Meetings) Act, to exclude the press and public due to the confidential nature of the business to be discussed.
7. To receive and approve the minutes of the Staffing Committee meeting held on 7th September 2017 and the Chairman to sign them.,
8. Matters arising, where no substantive item below, for information only.
9. To receive a verbal report from the Town Clerk regarding absence management.
10. To receive advice from the County Executive Officer, Cornwall Association of Local Councils, approve action and authorise any associated expenditure.

11. To consider absence management and agree action concerning the following:
 - i) Work priorities;
 - ii) Delegated responsibilities;
 - iii) Induction and training for new employees;
 - iv) Additional resource.

And authorise any associated expenditure accordingly.
12. To consider management of return to work processes and agree action accordingly.
13. To re-admit the press and public
14. To receive the current net position by code of the Staffing Revenue Budget 2017/2018, note committed expenditure to date and agree any appropriate action.
15. To receive the minutes of the Strategic Budget Working Group.
16. To receive a report from the Town Clerk on the Draft Revenue Budget for 2018/2019.
17. To consider and approve the recommendations of the Strategic Budget Working Group for the 2018/2019 Revenue Budget.
18. To review the 2018/2019 Draft Revenue Budget for the Staffing Committee, agree action and make recommendations to the Finance and General Purposes Committee accordingly.
19. To review earmarked reserves and agree action accordingly.
20. To consider the date and time of the next Staffing Committee meeting (scheduled 30th November 2017) and agree action accordingly.

Given under my hand this 9th November 2017

Amanda Mugford
Town Clerk

This meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public.

*Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, **we cannot guarantee this**, especially if you are speaking or taking an active role.*