

CAMBORNE TOWN COUNCIL

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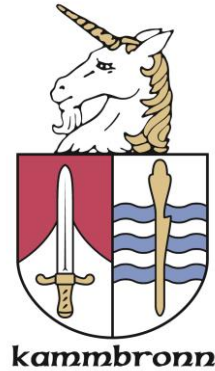
Council Offices –

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To all members of the Staffing Committee.

Councillors: S Odgers (Chairman), W Krey (Vice Chairman), Mrs V Dalley,
Ms J Merrick, Ms J Robinson, C Godolphin (Ex Officio)

I hereby summon you to a meeting of the Staffing Committee to be held
in the Clerk's Office, The Basset Centre, Basset Road, Camborne, on
Tuesday 2nd August 2016 at 10.30 am.

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. To receive information from Mr M Allen, Employer Liaison, Cornwall Pension Fund regarding Employer Discretionary Policy options for the Cornwall Local Government Pension Scheme.
7. To approve Employer Discretionary Policies under the Cornwall Local Government Pension Scheme.
8. To receive a report on the revenue budget and ear marked reserves for the financial year 2016/2017 for those cost centres delegated to the Staffing Committee.
9. To receive correspondence from Cornwall Council regarding Camborne Library and agree any action.

10. To consider office opening hours for Christmas 2016 and make recommendations to Full Council.
11. 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.
12. To receive and approve the minutes of the meeting of the Staffing Committee held on the 1st June 2016.
13. Matters arising, where no substantive item below, for information only.
14. To receive the annual performance appraisals for the
 - a) Handyman
 - b) Amenities and Projects Officer
 - c) Administrative Assistant
 - d) Town Clerk
15. To consider the training and development needs of the
 - a) Handyman
 - b) Amenities and Projects Officer
 - c) Administrative Assistant
 - d) Town Clerk

agree action and authorise expenditure accordingly
16. To consider the terms and conditions of employment of the
 - a) Handyman
 - b) Amenities and Projects Officer
 - c) Administrative Assistant
 - d) Town Clerk

agree action and authorise expenditure accordingly.
17. To receive a verbal progress report from the Town Clerk on the Office Services Manager, consider any training and development needs, agree action and authorise expenditure accordingly.
18. To receive an update on the post of Amenities Technician, consider any training requirements and authorise expenditure accordingly.
19. To receive a recommendation from Councillor Robert Webber as the appraiser for the Town Clerk

'On looking at the objectives set for the Town Clerk in the coming year regarding devolved services and practical implementation, a number of pieces of work which are time critical have been identified. Target dates have been included in the appraisal which are very challenging and the Town clerk and myself are in agreement that additional resources would be necessary to achieve these objectives. This is essential to ensure the Council meets its corporate objectives in the next six to twelve months'.

and agree any action as appropriate.

Given under my hand this 26th day of July 2016

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.*