

Minutes of the Personnel Committee meeting 8 March 2023 at 19:00



held in the Reading Room, Richmond House. Richmond Park, Morton Terrace, Gainsborough

Councillors Present

Richard Craig (Chairman)	Paul Key	
Dennis Dannatt (Vice Chairman)	Sally Loates	Kenneth Woolley

Councillors Absent

Matt Boles	Tim Davies	Pat O'Connor
		James Plastow

In attendance:

Belina Boyer (TC)	Rachel Allbones (DC & RFO)	
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Also present: There was no public present.

Agenda no	Agenda item title	Decision	Action	Power
PC23/123	To note apologies for absence.	Apologies for absence had been received from Cllrs Davies, O'Connor and Plastow. These were duly noted .	N/A	<i>Local Government Act 1972, s85 (1) & Sch 12, p40.</i>
PC23/124	To receive any declarations of interest in accordance with the requirements of the Localism Act 2011.	None received.	N/A	<i>Localism Act 2011, s31.</i>
PC23/125	To consider any dispensation requests received by the Clerk in relation to personal and/or	None received.	N/A	<i>Localism Act 2011, s33.</i>

Initialled:

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Agenda no	Agenda item title	Decision	Action	Power
	disclosable pecuniary interests, not previously recorded.			
PC23/126	To determine which items on the agenda, if any, require the exclusion of public and press under the Public Bodies (Admissions to Meetings) Act 1960 1 (2) and resolve to exclude public and press for these items.	The Committee resolved to exclude the public and press from items PC23/116, PC23/127 & PC23/130. The Committee resolved to take item PC23/130 next.	N/A	<i>Public Bodies (Admissions to Meetings) Act 1960 1 (2)</i>
PC23/130	To consider a motion by Cllr Key. Exclusion of Public and Press recommended due to personal nature this item. Paper E	The Committee resolved that Cllr Boles (Leader) and Cllr Craig (Chair of Personnel) investigate these Issues raised in the motion and report back to the Committee.	Cllr Boles (Leader) and Cllr Craig (Chair of Personnel) to investigate.	
PC23/127	To consider a corrected report amending a staff contract and enter into formal consultation with the member of staff affected. (from PC23/108). Exclusion of Public and Press recommended due to personal nature this item. Paper A	The Deputy Clerk advised the salary stated in the report was as per 2022/23 Local Government Services Pay Agreement and not 2021/22 as stated. The Committee resolved to approve the staff contract with the amendments as outlined and enter into consultation with the member of staff as to the changed terms and conditions. Following consultation to obtain a signed copy of the contract or re-present the contract for approval.	TC to enter into consultation with the member of staff as to the changed terms and conditions and obtain a signed copy of the contract.	
PC23/128	To receive the minutes of the previous Personnel Committee	The Committee resolved to sign the minutes of the meetings 11 January	ASO to publish.	<i>Local Government Act 1972, Sch 12, p41 (1).</i>

Initialed:

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Agenda no	Agenda item title	Decision	Action	Power
	meeting(s) and resolve to sign these as a true record of the meeting(s). Paper B – Personnel Committee 11 January 2023 Paper C – Personnel Committee 8 February 2023	2023 & 8 February 2023 as a true record of that meeting.		
PC23/129	To consider an HR compliance report from the Council's HR consultant and any necessary action resulting from it and note the certification gained. Paper D	The Committee noted the HR compliance report and certification gained. The Committee resolved to favourably consider a Flexible Working policy once presented at a future meeting and to support regular driving licence checks in line with the HR consultant's recommendation.	N/A TC to draft Flexible Working policy. OM to carry out annual driving licence checks.	
PC23/130	To consider a motion by Cllr Key. Exclusion of Public and Press recommended due to personal nature this item. Paper E	Dealt with above.		
PC23/131	To note a letter from National Employers for local government services for the 2023 Local Government Pay Round. Paper F	The Committee noted the letter from National Employers.	N/A	
PC23/132	To receive any items for notification to be included on a	<ul style="list-style-type: none"> Staff Handbook - report from Policy Review Working Group 	TC to include on future agenda.	N/A

Initialled:

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Agenda no	Agenda item title	Decision	Action	Power
	future agenda – for information only	<ul style="list-style-type: none"> Appraisal review report. 		
PC23/133	To note the date and time of the next Personnel Committee meeting scheduled for 12 April 2023 at 19.00.	The Committee noted the date and time of the next Personnel Committee meeting scheduled for 12 April 2023 at 19.00	N/A	<i>Local Government Act 1972, Sch 12, p10 (2)(a)</i>

The meeting closed at 20.12.

Signed as a true record of the Meeting: _____ Dated _____
Presiding chairman of approving meeting

Initialed: _____

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