


You are hereby summoned to attend a Meeting of the  
**Council's STAFFING & REMUNERATION COMMITTEE**  
to be held on **Tuesday 16 May 2017 at 2.30pm**  
in The Meeting Room, Church on the Green, Rowlands Castle

Cllr A Lee  
Cllr D Hooper  
Cllr E Longman  
Cllr B Wilson

  
Lisa Walker, Clerk to the Council  
11 May 2017

Members of the Public are welcome to attend

## AGENDA

### *The Safety Announcement*

1. To Elect a Chairman of the Committee
2. To Receive any Apologies for Absence
3. To Receive any **Declarations of Interest** (*Members/Officers are invited to declare any pecuniary or non-pecuniary interests arising from this Agenda. Notwithstanding this Item, Members/Officers may declare an interest at any point during the meeting. If a Member/Officer has a pecuniary interest then they must leave the room whilst the item is being discussed.*)
4. To Receive and Confirm the Accuracy of the Draft Minutes of the Previous Committee Meeting held on 7 June 2016
5. To Agree the following Committee Appointments:
  - Councillor to act as Clerk's prime 'Point of Contact' for matters of leave, sickness absence etc
  - Councillors to conduct Clerk's Annual Appraisal
6. To Review the Council's Employment-related policies eg Human Relations Policies, and Agree Action thereon
7. **To pass a resolution in accordance with the Public bodies (Admission to Meetings) Act 1960 to exclude the public and press for discussion regarding staff-related matters, where publicity might be prejudicial to the special nature of the business**
8. To Review the recent Appraisal Reports on staff
9. To Consider Temporary Changes to the Administrative Assistant's Contract of Employment & Job Description, and Agree Action thereon
10. To Receive a Report on Staff Remuneration, and Agree Action thereon
11. Date of Next Meeting: To be confirmed

### **Possible Future Agenda Items:**