

LEIGHTON-LINSLADE TOWN COUNCIL
MINUTES OF PERSONNEL SUB COMMITTEE
MONDAY, 7 JANUARY 2019 AT 7.30 PM

Present: Councillors E Wallace (Chair)
 D Bowater (Vice-Chair)
 K Cursons
 K Ferguson
 M Freeman
 B Spurr

Also in attendance: M Saccoccio, Town Clerk
 S Sandiford, Head of Democratic and Central
 Services

Members of the public: 0
Members of the press 0

155/PR APOLOGIES FOR ABSENCE

No apologies had been received.

156/PR DECLARATIONS OF INTEREST

Members were asked to declare any interests, including the nature of those interests, which they had in any of the items under consideration at this meeting. No declarations were made.

157/PR QUESTIONS FROM THE PUBLIC (3 minutes per person; maximum 15 minutes)

No members of the public were present.

158/PR MINUTES OF PREVIOUS MEETING

The minutes of the Personnel Sub-Committee meeting held on 8 October 2018 were received.

RESOLVED that the minutes of the Personnel Sub-Committee meeting held on 8 October 2018 be approved as a correct record and were signed accordingly.

159/PR EMPLOYEE HANDBOOK

The Sub-Committee received a report requesting that consideration be given to proposed changes to the Employee Handbook, which formed part of the terms and conditions of employment for staff. Changes were simply to reflect changes in adopted policies and procedures and had been reviewed by the Council's retained HR provider.

RESOLVED to note the report.

RECOMMENDED to the Policy and Finance Committee to approve the proposed changes to the Employee Handbook.

160/PR **CORPORATE VALUES**

The Sub-Committee received a report in respect of the potential to adopt "corporate values" or "behaviours" which, on being adopted by Council, would apply equally to elected Members and to employees of the Council. It was suggested that staff and Councillors be consulted on the proposed values/behaviours and that final proposals be brought to Council later in 2019.

RESOLVED:

- (i) **To note the report.**
- (ii) **To approve, in principle, the development of council-wide core organisational values/behaviours which would apply equally to Councillors and employees.**
- (iii) **To approve that following a consultation process with staff and elected Members, proposals be brought to Council later in 2019.**

161/PR **EXCLUSION OF THE PUBLIC**

The Sub-Committee considered that any further discussion regarding staffing matters would be prejudicial to the public interests.

RESOLVED that, under the Public Bodies (Admissions to Meetings) Act 1960, the public be excluded on the grounds of the confidential nature of the business about to be transacted which involves the likely disclosure of exempt information. The public and press to withdraw from the meeting during consideration of detailed discussion regarding Staffing Matters.

162/PR **STAFFING MATTERS**

The Sub-Committee received a brief verbal update in respect of several staffing matters.

RESOLVED to note the information.

The meeting closed at 8.11 pm.

I HEREBY CONFIRM THAT THE FOREGOING IS A CORRECT AND ACCURATE RECORD OF THE MEETING HELD ON MONDAY, 7 JANUARY 2019.

Chair

25 March 2019