



Horsforth Town Council

Mechanics Institute
Town Street
Horsforth
Leeds
LS18 5BL

admin@horsforthtowncouncil.gov.uk – www.horsforthtowncouncil.gov.uk – **0113 258 0988**

To Members of the Staffing & Employment Committee:

You are summonsed to attend a meeting of the Staffing & Employment Committee at the Town Council Office, Mechanics Institute, Town Street, Horsforth on **Thursday 7 February 2019 at 7.00pm** for the purpose of transacting the following business.

Members of the public are welcome to attend the meeting.

J Sou
Clerk
31 January 2019

Agenda

- 1. To receive apologies for absence and to consider the reason for the absence**
- 2. Declaration of disclosable pecuniary and other Interests**
To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 14-19 of the Members' Code of Conduct. Also to declare any other significant interests which the member wishes to declare in the public interest, in accordance with paragraphs 20-21 of the Members' Code of Conduct.
- 3. To consider questions and comments from members of the public at the Chairman's discretion**
Members of the Public are reminded that this is their opportunity to speak to the meeting on any topic relevant to the work of the Committee. However they may not speak during the remainder of the meeting unless specifically invited to do so by the chairman.
- 4. Minutes of the previous meetings**
Committee is asked to approve the minutes of the meeting held on 22 November 2018.
See agenda pack.
- 5. Public Bodies (Admission to Meetings) Act 1960**
The Committee is asked that in view of the confidential nature of the business about to be transacted at agenda items 6 to 7 to temporarily exclude the press and public and that they are asked to withdraw from the meeting.
- 6. Staff training and development**
To receive an update.
- 7. National Salary Award: Changes to Spinal Column Points and Scale Ranges**
To consider and review existing staff gradings against the new structure.
See agenda pack.

8. Report relating to Event Sub-Committee/Working Groups

Committee is asked by Community and Environment Committee to consider the report on appointing an event sub-committee with responsibility for all Council events, and to make a report on the same to Council. **Report in agenda pack.**

9. Items for future agenda

10. Date of next meeting

To be advised

***Distribution:** Cllrs D Collins, S Dowling, J Garvani, R Hardcastle, M Hughes, I Scott, V Wood-Robinson*