

Agenda



The Passmore Edwards Building, The Cross, Cross Street, Camborne TR14 8HA Tel: 01209 612406 enquiries@camborne-tc.gov.uk

COMMITTEE:

To all Members of the Staffing Committee

COUNCILLORS:

J Ball (ex-officio), V Dalley, Ms Z Fox, C Godolphin, C Lawrence, J Morgan (ex-officio),

R Weatherburn, M Williams

I HEREBY SUMMON YOU TO A MEETING:

of the Staffing Committee

TO BE HELD:

**The Council Chamber, The Passmore Edwards Building, The Cross, Cross Street,
Camborne, TR14 8HA**

ON:

Wednesday 12th June 2024 at 10.30am

1. Safety Procedures.
2. To receive nominations and elect a Chair of the Staffing Committee for the municipal year 2024/2025.
3. To receive apologies for non-attendance.
4. 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.
5. To approve written request(s) for dispensations.
6. Chairman's Announcements.
7. To receive nominations and elect a Vice Chair of the Staffing Committee for the municipal year 2024/2025.
8. To receive and approve the minutes of the Staffing Committee meeting held on 24th April 2024, for signing by the Chairman.
9. To receive and approve the Redacted minutes of the Staffing Committee meeting held on 24th April 2024, for signing by the Chairman.
10. Matters arising, where no substantive item below, for information.

11. Public Participation (subject to Standing Order 3e members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda, up to a maximum of fifteen minutes).
12. To receive a Staffing Income and Expenditure Report to the end of May 2024, and agree action.
13. To receive a Cornwall Pension Fund Newsletter for April 2024, agree action and authorise expenditure.
14. To receive a Cornwall Pension Fund Newsletter for May 2024, agree action and authorise expenditure.
15. 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.
16. To receive a copy of the 6th internal HR bulletin from the HR Officer.
17. To receive 6-month appraisals for;
 - i) HR Officeragree action and authorise expenditure.
18. To receive a written update from the Head of Community & Culture regarding the Youth & Work Experience Support for 2024.
19. To receive a verbal presentation and written report from Skylite Associates regarding the Organisational Review and Staff Structure,
 - i) Deputy Town Clerk Job Description and person specification
 - ii) Climate and Sustainability Officer (Fixed Term) Job Description and person specificationagree action and authorise expenditure.
20. To receive a verbal update on recruitment and ongoing staff shortages, from the Town Clerk, agree action and authorise expenditure.

Given under my hand this 5th day of June 2024



Samantha Hughes
Town Clerk

This meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media, and 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.