

Kenilworth Town Council

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18 September 2024



NOTICE OF MEETING

NOTICE IS HEREBY GIVEN that a **STAFFING COMMITTEE MEETING** will be held in the Council Chamber at Jubilee House, on **TUESDAY 24 SEPTEMBER 2024**, at **4.00pm**, when you are requested to attend.

Town Clerk

DECLARATIONS OF INTEREST

Members are reminded of the utmost importance of making declarations of interest in respect of any of the items appearing on the Agenda below. Declarations should be entered on the form circulated with the attendance register, and should be made orally immediately before the item is discussed. Particular care should be taken to ensure that any beneficial or disclosable pecuniary interest has been identified under the provisions of Section 31 of the Localism Act 2011. If the interest is not registered, formal notification of it must be made within 28 days. Members are reminded of the need to also declare predetermination of any matter.

1. APOLOGIES

2. DECLARATIONS OF INTEREST

Members of the Committee to declare any interest they may have in items identified for discussion at the Meeting, in accordance with the Code of Conduct.

3. MINUTES

To receive the minutes of the Staffing Committee held on 11 June 2024 (Copy attached at Enclosure 1)

4. EXCLUSION OF PRESS AND PUBLIC

To consider making the following resolution:

“That in view of the confidential nature of the business about to be considered (confidential staffing matters), the press and public are excluded from the Meeting, pursuant to section 1 of the Public Bodies (Admissions to Meetings) Act 1960”.

5. PENSION PROVISION

- To note the decisions made by Full Council on 25 July 2024. (TC.311)
- To receive an update on the transition from the previous pension scheme to current LGPS scheme and discuss any outstanding issues.

6. RECOMMENDATIONS FOR SALARY AND PENSION PROVISION FOR 2025 - 2026

- To discuss and review the budget required for the Council's salary and pension provision for the next financial year.
- To agree a recommendation of the sum for inclusion in the technical budget and calculations (to be prepared by the Chair of Finance & General Services Committee and the Responsible Finance Officer) together with explanatory notes outlining any increase on the previous budget set.

7. UPDATE ON STAFF APPRAISALS AND TRAINING

- To receive an update on the current position regarding appraisals.
- To receive an update and discuss any training requirements or training opportunities for staff members.

8. NEXT MEETING

To set a date for any additional meetings required.