



IVYBRIDGE TOWN COUNCIL

Town Clerk
Jonathan Parsons

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PERSONNEL COMMITTEE

Dear Councillor,

You are summoned to attend a meeting of the Personnel Committee on **Tuesday 23rd November 2021 at 10.30pm** at the Town Hall. The business that is to be transacted at this meeting is set out below.

If you are unable to attend this meeting, or will be late in arriving, please inform the Town Hall as soon as possible.

Thank you.

NB: As this meeting is of a confidential nature, members of the public and the press will be asked to withdraw from the meeting upon its commencement.

AGENDA

- PE21/15 **APOLOGIES:** To receive any apologies for non attendance at this meeting.
- PE21/16 **INTERESTS TO BE DECLARED:** In accordance with the Code of Conduct, Members are invited to declare any personal or disclosable pecuniary interest including the nature and extent of such interests they may have in terms to be considered at this meeting.
- PE21/17 **CONTRACT WORDING AND GREEN BOOK:** To receive advice from Work Nest (the new name for Ellis Whittam) on the contract wording and the interaction with the Green Book (copy attached)
- PE21/18 **INCREMENTS:** To note the contractual pay increments due (copy attached)
- PE21/20 **PARKS VACANCY:** To consider the proposed changes to the role and beginning the recruitment process (copy attached)
- PE21/19 **BUDGET:** To consider the proposed salaries budgets for 2022-2023 (copy attached)

PE21/21

STAFFING UPDATE: To consider the attached update on staffing (copy attached)

Signed:.....

Town Clerk

17th November 2021