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Minutes of the meeting of the Personnel Committee held Tuesday 2nd July 2024 at 8pm in the Valley Ridge Community Centre

Approved at the meeting of the Personnel Committee held on Tuesday 3rd September 2024

Present: Councillor D. Martin, Councillor J. Almond, Councillor M. Eyre and D. Meir (Clerk)

008/PR/2425. Apologies:

- a. To note apologies received
Apologies were received from Councillor J. Mawson and Councillor J. Purcell.
- b. To approve any reasons for absence
It was resolved to approve the reasons for absence.

009/PR/2425. To Note any Declarations of Interest:

- a. To note declarations interests not already declared under members code of conduct or members register of disclosable pecuniary interests.
None
- b. To approve dispensation requests
None received.

010/PR/2425. Meeting Minutes

- a. To approve the minutes of the meeting of the Personnel Committee held 11th June 2024 as a true and accurate record of that meeting.
It was resolved to approve the minutes of the meeting of the Personnel Committee held 11th June 2024 as a true and accurate record of that meeting.

011/PR/2324. New Duty to Prevent Sexual Harassment

- a. To review the bullying and harassment policy with regard to the new duty and make recommendation to full council.
It was resolved to recommend to full council to approve the amendments to the bullying and harassment policy.
- b. To review the grievance policy with regard to the new duty and make recommendation to full council.
It was resolved to recommend to full council to approve the amendments to the grievance policy.
- c. To review the disciplinary policy with regard to the new duty and make recommendation to full council.
It was resolved to recommend to full council to approve replacing the disciplinary policy with the SLCC model policy.

012/PR/2324. Next Meeting

- a. To notify the Clerk of matters for inclusion on the agenda for the next meeting
 - Review of appraisals
- b. To consider date of next meeting of Personnel Committee
It was resolved to approve the date of next meeting of the Personnel Committee as Tuesday 3rd September at 8pm.

Signed: *D Martin*

Date: 3rd September 2024