3rd May 2022

To: The Chairman and Members of Personnel Committee

Dear Councillor,

You are summoned to attend the meeting of the

**Personnel Advisory Committee** of Dronfield Town Council to be held on

**MONDAY 9th MAY 2022 at 10:00am**

**In the Council Chamber at the Civic Hall, Dronfield**

Yours sincerely

J Mitchell

Joanne Mitchell

Town Clerk

## **AGENDA**

1. **Apologies**

To receive apologies for absence

1. **Declaration of interests**
2. **Minutes**

To approve the minutes of the last meeting held on 4th April 2022.

1. **Exclusion of the Press & Public**

To resolve that in view of the confidential nature of the items to be discussed, the committee pass the formal resolution to exclude the press and public from the meeting, pursuant to the Public Bodies (Admissions to Meetings) Act 1960 section 1 paragraph 2 & the Local Government (Access to Information) Act (due to the sensitive commercial and staffing nature of the issues being discussed).

1. **New Staff Inductions**
2. **Staff Sickness Report**
3. **Events Staffing**
4. **Contract Comparisons**
5. **Recruiting Conditions and Strategy**
6. **External Supplier of Cleaning/Caretaking**
7. **Review of Unsociable Hours Payment**
8. **Administration Officer**
9. **Outside Services**
10. **Date of next meeting**