

WHITEHAVEN TOWN COUNCIL

Clerk to the Council: Marlene Jewell
Telephone: 01946 67366

To: Members of the Staffing Committee of Whitehaven Town Council

You are duly **SUMMONED** to attend a meeting of the **WHITEHAVEN TOWN COUNCIL STAFFING COMMITTEE** which will be held at:

Venue: Whitehaven Town Council Offices, Room 3, Whitehaven Civic Hall, Lowther Street, Whitehaven

Date: Thursday 31st May 2018

Time: 6.00pm

Signed... *pp Vanessa Gowley* Dated... *24th May 2018*
Marlene Jewell, Clerk and Responsible Financial Officer

AGENDA

1 Appointment of Chairman

2 Apologies for Absence

3 Declarations of Interest

To receive declarations of interests by elected members in respect of Agenda items.

If a Member requires any advice on any item involving a possible declaration of interest which could affect his/her ability to speak and/or vote he/she is advised to contact the Clerk at least 24 hours in advance of the meeting.

IN PRIVATE

That prior to the consideration of the following item the Chairman will move the following resolution:

That in view of the special or confidential nature of the business about to be transacted the public and/or press be temporarily excluded and they are instructed to withdraw.

- 4 **Members Code of Conduct** – Chairman to give a report
- 5 **Health and Safety for Employees** – Chairman to give a report
- 6 **Unacceptable Behaviour Policy** – to consider adopting an Unacceptable Behaviour Policy
- 7 **Staff Pay Review** – Chairman to give a report after recent decisions made
- 8 **Staffing Matter**