

# Oakham Town Council

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**TO: ALL MEMBERS OF THE COMMITTEE**  
**IN ACCORDANCE WITH THE REQUIREMENTS OF THE LOCAL GOVERNMENT ACT 1972 YOU ARE HEREBY SUMMONED TO ATTEND A STAFFING COMMITTEE, ON MONDAY 18<sup>TH</sup> SEPTEMBER 2017 AT 7.00PM, AT THE OFFICES OF OAKHAM TOWN COUNCIL, VICTORIA HALL, 39 HIGH STREET, OAKHAM**

**Allison Greaves**  
**Clerk to the Council**  
**13<sup>th</sup> September 2017**

A MEETING OF  
OAKHAM TOWN COUNCIL'S STAFFING COMMITTEE  
**MONDAY 18<sup>TH</sup> SEPTEMBER 2017 AT 7.00PM**  
AT THE OFFICES OF OAKHAM TOWN COUNCIL,  
VICTORIA HALL, 39 HIGH STREET, OAKHAM

*Members of the public attending this meeting are advised that it will be filmed and recorded, or photographed*

## AGENDA

1. **APOLOGIES – Standing Order 1(u)**
  - (i) To receive apologies for absence
  - (ii) To decide whether to approve apologies for absence
2. **DECLARATIONS OF INTEREST**

Members are asked to declare, if required:

  - (i) Any Disclosable Pecuniary Interest they may have in respect to items on the agenda
  - (ii) Any other interest they may have in respect to items on the agenda
3. **MINUTES – (Appendix A)**

To approve the minutes of the meeting of the Staffing Committee held on Thursday 18<sup>th</sup> May 2017
4. **DEPUTATIONS BY THE PUBLIC**

Members of the Public are invited to address the meeting in accordance with the procedures laid down in Standing Orders 1(d) – 1(i)

**5. EXEMPT ITEMS**

- (i) To decide whether to exclude the Public and Press during consideration of items 6 and 7 on the agenda, under Section 100 (2) of the Local Government Act 1972, as amended due to the confidential nature of the matters to be discussed
- (ii) To decide whether members of the Council who are not members of the Committee may remain during consideration of items 6 and 7 on the agenda

**6. SCORING MATRIX**

Develop a mechanism to evaluate staff progress

**7. ADMINISTRATIVE ACTIONS**

Review administrative actions that are in place.