

Oakham Town Council

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TO: ALL MEMBERS OF THE COMMITTEE

IN ACCORDANCE WITH THE REQUIREMENTS OF THE LOCAL GOVERNMENT ACT 1972 A MEETING OF THE STAFFING COMMITTEE, WILL BE HELD ON WEDNESDAY 18TH MARCH 2020 AT 6PM, AT THE OFFICES OF OAKHAM TOWN COUNCIL, VICTORIA HALL, 39 HIGH STREET, OAKHAM

**Allison Greaves
Clerk to the Council
11th March 2020**

**A MEETING OF
OAKHAM TOWN COUNCIL'S STAFFING COMMITTEE
WEDNESDAY 18TH MARCH 2020 AT 6.00PM**

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 19th November 2019

- 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**

To decide whether to exclude the Public and Press during consideration of items 6 and 7 on the agenda, due to the confidential nature of the matters to be discussed

- 6. APPOINTMENT OF ADDITIONAL MEMBER OF STAFF (*Appendices B i,ii,iii,iv*)**

To discuss issues regarding the forthcoming vacancy and to make recommendations for consideration by the Council. To include:

 - Job Title
 - Job Description / Advert
 - Person Specification
 - Job Application Form
 - To decide on arrangements for advertising the vacancy and interviewing prospective candidates

- 7. LOCAL GOVERNMENT OMBUDSMAN**

Receive a verbal report