



## Seaford Town Council

### To the Members of the Personnel Sub-Committee

A meeting of the of the **Personnel Sub-Committee** will be held at **37 Church Street, Seaford** on **Wednesday 18<sup>th</sup> November 2015** at **7.00pm** which you are summoned to attend.

James Corrigan  
Town Clerk  
10<sup>th</sup> November 2015

### AGENDA

**1. Apologies for Absence**

**2. Disclosure of Interests**

To deal with any disclosure by Members of any discloseable pecuniary interests and interests other than pecuniary interests, as defined under the Seaford Town Council Code of Conduct and the Localism Act 2011, in relation to matters on the agenda.

**3. Exclusion of the Press and Public**

The Chairman will move that in accordance with the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting during the discussion on the items on the agenda as all items concern confidential personnel details and matters.

**4. Annual Appraisals**

To consider exempt report 106/15 providing an update on the Annual Appraisal process and outcomes (exempt pages 3 to 5).

**5. Terms & Conditions of Employment**

To consider exempt report 107/15 with regards to the terms & conditions of employment for Council employees (exempt pages 6 to 10).

**6. Staff Structure**

To consider exempt report 108/15 with regards to proposed changes to the staff structure within the Council (exempt pages 11 to 18).

**For further information about items appearing on this Agenda please contact:**

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**Circulation:** Councillors S Adeniji, C Campbell, L Freeman, R Honeyman and A Latham.

**For Information:** Councillors D Argent, P Boorman, M Brown, D Burchett, B Burfield, R Chambers, R Hayder, O Honeyman, M Lambert, P Lower, A McLean, I Murray, D Silvey-Adam, L Wallraven and L Worcester.