

KENNINGTON COMMUNITY COUNCIL PERSONNEL AND DEVELOPEMNT COMMITTEE MEETING AGENDA



Published 23 June 2023

**There is to be an Ordinary Meeting of the
Personnel And Development Committee
on Thursday, 29 June 2023 starting at 8.00pm,
being held at the United Reformed Church.**

**You are hereby summoned to attend.
The agenda is as follows:**

- 1/23PD To note those, present, record any apologies and those not present.** Members who cannot attend a meeting shall tender their apologies to the Clerk prior to the meetings, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for the member's absence shall be accepted.
- 2/23PD To declare any Disclosable Pecuniary Interests (DPI), Other Significant Interests (OSI's) or a Voluntary interest relating to items on the agenda.** A member who declares a DPI in relation to any item on the agenda will need to leave the meeting for the whole of that item and will not be able to speak or take part unless a relevant Dispensation has been granted. A member who declares an OSI will be able to speak on the item but will be required to leave the meeting for the vote. Councillors may also declare a voluntary Interest if they are unsure of their position. Inclusion and voting will be decided at the time or the declaration.
- 3/23PD To consider and adopt the Minutes of the Ordinary Meeting held on 07 November 2022**
- 4/23PD Public Open Session for members of the public who may make representations, ask and answer questions and give evidence regarding items on the agenda or to suggest issues for discussion at a future meeting.** (This item will last no more than 15 minutes)
- 5/23PD To elect** a Committee member to the vacant position of Chair for this committee until 2024 Annual Council Meeting.
- 6/23PD To elect** a Committee member to the vacant position of Vice Chair for this committee until 2024 Annual Council Meeting.
- 7/23PD To agree** a Committee member to the Communication and Events Working Group.
- 8/23PD Terms of Reference:** To **review** the Terms of Reference and make any recommendations to next suitable Council meeting.
- 9/23PD Training Policy:** To **review** the current Training Policy and make any recommendations to next suitable Council meeting.
- 10/23PD Employment policies and procedures:** To **review** the Council's employment policies and procedures.
- 11/23PD Skills Audit:** To **note** an oral update and **agree** next steps.

KENNINGTON COMMUNITY COUNCIL PERSONNEL AND DEVELOPEMNT COMMITTEE MEETING AGENDA



Published 23 June 2023

- 12/23PD **Councillor Co-option Application Form:** To **review** the Councillor Co-option Form and make any **recommendations** for amendment to next suitable Council meeting.
- 13/23PD **Non Councillor Co-option Policy and Application Form:** To **review** the Non Councillor Co-option Policy and Application Form and make any **recommendations** for amendment to next suitable Council meeting.
- 14/23PD **Councillor Training:** To **review** arrangements and course availability for 2023/24.
- 15/23PD **Staff Training:** To **review** arrangements and course availability for 2023/24.
- 16/23PD **Items for inclusion on the forthcoming agenda/s.**
- 17/23PD **Date of next meeting.**
- 18/23PD **To exclude the public under Public Bodies (Admission to Meetings Act) 1960 and sections 100 & 102 of the Local Government Act 1972.**
- 19/23PD **Assistant Clerk and Allotments Manager vacancy:**
1. To **consider** and **agree** recommendations from the Recruitment Panel.
 2. To **consider** and **agree** the employment contract.
- 20/23PD **Close of meeting.**

Signed

Deborah Prior

Clerk

If you would like to see any of the documentation produced for this meeting, please email the clerk@kenningtoncc.gov.uk