



**Committee:** PERSONNEL COMMITTEE  
**Date:** WEDNESDAY, 3<sup>RD</sup> JUNE 2020  
**Venue:** THIS WILL BE A VIRTUAL MEETING  
**Time:** 6.10 P.M.

## A G E N D A

1. **Apologies for absence**

2. **Appointment of Vice-Chair**

To appoint a Vice-Chair for the duration of the 2020/21 municipal year.

3. **Minutes**

Minutes of meeting held on 12<sup>th</sup> March 2020 (previously circulated).

4. **Declarations of Interest**

To receive declarations by Councillors of interests in respect of items on this Agenda.

Councillors are reminded that, in accordance with the Localism Act 2011, they are required to declare any disclosable pecuniary interests which have not already been declared in the Council's Register of Interests. (It is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting).

Whilst not a legal requirement, in accordance with Council Procedure Rule 9 and in the interests of clarity and transparency, Councillors should declare any disclosable pecuniary interests which they have already declared in the Register, at this point in the meeting.

In accordance with Part B Section 2 of the Code Of Conduct, Councillors are required to declare the existence and nature of any other interests as defined in paragraphs 8(1) or 9(2) of the Code of Conduct.

5. **Items of Urgent Business authorised by the Chair**

6. **Bereavement and Probation Policies - Updates** (Pages 4 - 41)

Report of the Head of HR (report published on 27<sup>th</sup> May 2020).

7. **Urgent Business Decision Taken Between Meetings** (Pages 42 - 43)

Report of the Monitoring Officer.

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

The Committee is recommended to pass the following recommendation in relation to the following items:-

“That, in accordance with Section 100A(4) of the Local Government Act, 1972, the press and public be excluded from the meeting for the following items of business, on the grounds that they could involve the possible disclosure of exempt information as defined in paragraphs 1 and 3 of Schedule 12A of that Act.”

Members are reminded that, whilst the following items have been marked as exempt, it is for the Committee itself to decide whether or not to consider these in private or in public. In making the decision, Members should consider the relevant paragraphs of Schedule 12A of the Local Government Act 1972, and also whether the public interest in maintaining the exemption outweighs the public interest in disclosing the information. In considering their discretion Members should also be mindful of the advice of Council Officers.

9. **Voluntary redundancy payment** (Pages 44 - 56)

Report of the Head of HR (report published on 27<sup>th</sup> May 2020).

10. **Recruitment Working Group** (Pages 57 - 115)

Report of the Chair of the Personnel Committee (report published on 29<sup>th</sup> May 2020).

## **ADMINISTRATIVE ARRANGEMENTS**

**(i) Membership**

Councillors Oliver Robinson (Chair), Caroline Jackson, Phillip Black, June Greenwell, Janice Hanson, Cary Matthews and David Whitworth

**(ii) Substitute Membership**

Councillors Roger Dennison (Substitute), Jake Goodwin (Substitute), Mandy King (Substitute), Joyce Pritchard (Substitute), Jason Wood (Substitute), Peter Yates (Substitute) and Joanna Young (Substitute)

**(iii) Queries regarding this Agenda**

Please contact Stephen Metcalfe, Democratic Services e-mail [sjmetcalfe@lancaster.gov.uk](mailto:sjmetcalfe@lancaster.gov.uk).

**(iv) Changes to Membership, substitutions or apologies**

Please contact Democratic Support, telephone 582170, or alternatively email [democraticsupport@lancaster.gov.uk](mailto:democraticsupport@lancaster.gov.uk).

KIERAN KEANE,  
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