



**Committee:** PERSONNEL COMMITTEE

**Date:** TUESDAY, 22<sup>ND</sup> NOVEMBER 2022

**Venue:** LANCASTER TOWN HALL

**Time:** 6.10 P.M.

## A G E N D A

1. **Apologies for absence**

2. **Minutes**

Minutes of meeting held on 22<sup>nd</sup> September 2022 (previously circulated).

3. **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.

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

5. **Annual and Statutory Leave Policy** (Pages 3 - 24)

Report of the Head of HR and OD.

6. **Employee Performance and Development Policy** (Pages 25 - 37)

Report of Head of HR and OD.

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

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

"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 item of business, on the grounds that it could involve the possible disclosure of exempt information as defined in paragraphs 1, 2, 3 and 4 of Schedule 12A of that Act.”

Members are reminded that, whilst the following item has been marked as exempt, it is for the Committee itself to decide whether or not to consider this in private or in public. In making the decision, Members should consider the relevant paragraph 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.

**8. Leadership Team Restructure (Pages 38 - 55)**

Report of the Chief Executive.

**ADMINISTRATIVE ARRANGEMENTS**

**(i) Membership**

Councillors Paul Anderton (Chair), Jason Wood (Vice-Chair), Fabiha Askari, Roger Dennison, Mel Guilding, Caroline Jackson and Paul Stubbins

**(ii) Substitute Membership**

Councillors Geoff Knight (Substitute), Erica Lewis (Substitute), Cary Matthews (Substitute), Oliver Robinson (Substitute), Joanna Young (Substitute), 1 substitute vacancy for each of the Conservative and Green and Independent Groups

**(iii) Queries regarding this Agenda**

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

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

Please contact Democratic Support email [democracy@lancaster.gov.uk](mailto:democracy@lancaster.gov.uk).

MARK DAVIES,  
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