

# Wisbech Town Council



## STAFFING COMMITTEE

9 October 2019 – 6.30 pm

Council Chamber, Wisbech Town Hall

All members of the committee are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below.

Members of the press and public are welcome to attend the meeting.

*(A period not exceeding 15 minutes is made available at the beginning of the meeting, where the public so require, to raise issues relating to issues within the remit of this committee).*

### AGENDA

1. To receive members' apologies for absence.
2. To receive members' declarations of disclosable pecuniary, non-disclosable pecuniary or non-pecuniary interests in relation to any agenda item (see guidance notes at the end of the agenda).
3. To confirm and sign the minutes of the meeting of the Staffing Committee held on 10 June 2019 (circulated previously).

### CONFIDENTIAL

4. Town Council staffing – to consider, further minute S3/19 and in the light of the resignation of the holder of the current post of Operations and Assets Officer, a proposal for a revised staffing structure for the Town Council (report to be circulated by the Clerk in advance of the meeting).

**Members of the committee: Councillors Balsevics, Human, Patrick, Mrs Pehlivanova, Tibbs, Mrs Wallwork (Chairman) and Wing (Vice-Chairman).**

*Agenda issued and published (on 3 October 2019) by:*

A handwritten signature in black ink, appearing to read 'T Jordan'.

**Mr T Jordan, PSLCC  
Clerk to Wisbech Town Council  
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## **NOTES:**

*The Council Chamber is situated on the first floor of the Town Hall and access is available via a stair-lift if required. However, if wheelchair access is required, please contact the office, on 01945 461333, so that the necessary arrangements (the installation of temporary ramping) can be made.*

*Members of the public, representatives of the press and councillors may film, audio-record, take photographs and use social media to report on meetings as they take place and the council shall make reasonable provision for this to happen. Those who wish to report on meetings in this way are advised to contact the Town Clerk in advance of the meeting so that any arrangements, if necessary, can be made. Further information regarding the situation is displayed on a notice at the entrance to the Council Chamber.*

## **Exclusion of the public from meetings for confidential items of business**

To exclude the public (including the press) from a meeting of the Council, it is necessary for the following proposition to be moved and adopted “that, in accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting for item number(s), which involve the likely disclosure of exempt information as defined in the paragraphs of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended) as indicated”

### **Notes on members’ interests**

#### *Disclosable Pecuniary Interests*

- (1) *Members are required to declare any disclosable pecuniary interest and, unless the member has obtained a dispensation, he or she cannot discuss or vote on the matter at the meeting and must leave the room whilst the matter is being debated or voted on.*
- (2) *A member has a disclosable pecuniary interest if it*
  - (a) *relates to him or her, or*
  - (b) *is an interest of -*
    - (i) *the member’s spouse or civil partner; or*
    - (ii) *a person with whom the member is living as husband and wife; or*
    - (iii) *a person with whom the member is living as if civil partners and the member is aware that the other person has the interest.*
- (3) *Disclosable pecuniary interests include -*
  - (a) *any employment or profession carried out for profit or gain;*
  - (b) *any financial benefit received by the member in respect of expenses incurred carrying out his or her duties as a member (except from the Council);*
  - (c) *any current contracts with the Council;*
  - (d) *any beneficial interest in land/property within the Council’s area;*
  - (e) *any licence for a month or longer to occupy land in the Council’s area;*
  - (f) *any tenancy where the Council is landlord and the member (or person in (2)(b) above) has a beneficial interest;*
  - (g) *a beneficial interest (above the specified level) in the shares of any body which has a place of business or land in the Council’s area.*

#### *Other Interests*

- (4) *If a member has a non-disclosable pecuniary interest or a non-pecuniary interest, he or she is required to declare that interest but may remain and participate in discussion and voting.*
- (5) *A member has a non-disclosable pecuniary interest or a non-pecuniary interest where -*
  - (a) *a decision in relation to the business being considered might reasonably be regarded as affecting the well-being or financial standing of the member or a member of his or her family or a person with whom the member has a close association to a greater extent than it would affect the majority of the council tax payers, rate payers or inhabitants of the ward or electoral area for which the member has been elected or otherwise of the authority’s administrative area, or*
  - (b) *it relates to or is likely to affect any of the descriptions referred to above but in respect of a member of the councillor’s family (other than specified in (2)(b) above) or a person with whom the member has a close association and that interest is not a disclosable pecuniary interest.*