



07 May 2025.

To: Councillors Gary Norman, Jo Day, Pam Lusby-Taylor, Elizabeth O’Keeffe, Steve Masters and Vaughan Miller.

Dear Councillor

You are required to attend a meeting of the Staff Sub-Committee to be held in the Elsie Kimber Room, Town Hall at 2.00 pm Friday 23 May 2025.

Yours sincerely,

Toby Miles-Mallowan
Chief Executive Officer

AGENDA

- 1. Apologies for absence**
- 2. Declarations of interest and dispensations**
To receive any declarations of interest relating to business to be conducted in this meeting and confirmation of any relevant dispensations.
- 3. Recruitment and Vacancies**
To resolve interview panels for current vacancies
- 4. Parks and Open Spaces Assistant**
To resolve the position of Parks and Open Spaces Assistant
To resolve recruitment process for Parks and Open Spaces Assistant
- 5. Committee Clerk Maternity Cover**
To resolve arrangement for the Maternity Cover for the Committee Clerks
- 6. Exclusion of the press and public**
To move that under Section 1, Paragraph 2 of the Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting for the following items of business because the publicity would be prejudicial to the public interest by reason of the confidential and personal nature of the business to be transacted.

7. Appraisals

To resolve the appraisal of the Mayors Attendant

To review and resolve the pay award of the Committee Clerk.

8. Civic Manager Job Review

To agree changes to the job review and compensation for job changes

9. BERKS PENSION UPDATE

To agree response to Berkshire Pension Provider.