

RIBBLE VALLEY BOROUGH COUNCIL

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Dear Councillor

The next meeting of the **PERSONNEL COMMITTEE** is at **6.30pm** on **WEDNESDAY, 16 SEPTEMBER 2020 by Zoom.**

I do hope you will be there.

Yours sincerely

CHIEF EXECUTIVE

To: Committee members (Copy for information to all other members of the Council)
Directors

AGENDA

Part I – items of business to be discussed in public

1. Apologies for absence.
- ✓ 2. To approve the minutes of the last meeting held on 15 January 2020 – copy enclosed.
3. Declarations of Pecuniary and Non-Pecuniary Interests (if any).
4. Public Participation (if any).
5. Reports from Representatives on Outside Bodies (if any).

DECISION ITEMS

- ✓ 6. Update to Terms of Reference of Committee – report of Director of Resources – copy enclosed.

INFORMATION ITEMS

7. Covid 19 – Verbal Update – Head of HR.

- ✓ 8. Workforce Profile – report of Director of Resources – copy enclosed.
- ✓ 9. 2019/2020 Year End Performance Information – report of Director of Resources – copy enclosed.

Part II – Items of business **not** to be discussed in public

DECISION ITEMS

- ✓ 10. General Staffing Update – report of Director of Resources – copy enclosed.

INFORMATION ITEMS

- ✓ 11. Staff Survey Results – report of Director of Resources – copy enclosed.
- ✓ 12. Annual Absence Management Update – report of Director of Resources – copy enclosed.
- ✓ 13. Staff Establishment Update – report of Director of Resources – copy enclosed.
- ✓ 14. Update on National Pay Negotiations – report of Director of Resources – copy enclosed.
- ✓ 15. Annual Analysis of Exit Interviews – report of Director of Resources – copy enclosed.