

Notice of Meeting



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Personnel Committee

Tuesday 14 January 2025 at 6.30 pm
in Council Chamber

Note: This meeting can be streamed live here: <https://www.westberks.gov.uk/personnelcommitteelive>.

Date of despatch of Agenda: Monday 6 January 2025

For further information about this Agenda, or to inspect any background documents referred to in Part I reports, please contact Sam Chiverton (Apprentice Democratic Services Officer) on (01635) 519462

e-mail: Sam.Chiverton1@westberks.gov.uk

Further information and Minutes are also available on the Council's website at www.westberks.gov.uk



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To: Councillors Matt Shakespeare (Chairman), Biyi Oloko (Vice-Chairman), Antony Amirtharaj, Jeff Brooks and Laura Coyle

Substitutes: Councillors Martin Colston, Denise Gaines, Ross Mackinnon and Howard Woollaston

Agenda

Part I

Page No.

1. **Apologies for Absence**
To receive apologies for inability to attend the meeting (if any).
2. **Minutes** To Follow
To approve as a correct record the Minutes of the meeting of the Committee Meetings held on 2 July 2024 and 28 November 2024.
3. **Declarations of Interest**
To remind Members of the need to record the existence and nature of any personal, disclosable pecuniary or other registrable interests in items on the agenda, in accordance with the Members' [Code of Conduct](#).
4. **Statutory Pay Policy** 5 - 24
Purpose: The Council is required, in accordance with section 38 of the Localism Act 2011, to publish an annual pay policy statement. This report seeks to secure compliance with that duty, by seeking approval of the Statutory Pay Policy Statement for publication.
5. **Update on HR Activity Q1 and Q2 - 2024/2025** 25 - 44
Purpose: This report is an information only report for the purposes of updating on HR activity for Q1 and Q2 of 2024/2025 for Personnel Committee, Corporate Board and Operations Board. This data excludes school workforce data. This report is part of a bi-annual updates to the Personnel Committee and sets out some of the changes to HR activity and statistics in the current year. The report includes some of the detail behind the key statics, including to directorate level.
6. **Date of Next Meeting**
Meeting required in week commencing 15 July 2025.

Sarah Clarke.



Agenda - Personnel Committee to be held on Tuesday 14 January 2025 (*continued*)

Sarah Clarke
Service Director (Strategy & Governance)

If you require this information in a different format or translation, please contact
Sadie Owen on telephone (01635) 519052.



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