

DURSLEY TOWN COUNCIL

Jacob's House, Castle Street. Dursley, Glos. GL11 4BS.
Tel/Fax: (01453) 547758: Email: clerk@dursleytowncouncil.gov.uk

21st February 2017


TO: EACH MEMBER OF THE STAFF COMMITTEE OF DURSLEY TOWN COUNCIL

Dear Sir/Madam,

You are hereby summoned to a meeting of the Staff Committee of the Council which will be held in the **Jacobs House, Castle Street, Dursley, on Tuesday 28th February 2017 at 6.30pm.**

Please ensure that you have read the agenda and associated documents before the meeting. Should you require any additional information on any of the items, please contact the Clerk prior to the meeting.

Members are reminded that the Council has a duty to consider the following matters in the exercise of any of its functions: Equal Opportunities, Crime & Disorder, Health & Safety and Human Rights.



Mr John Kay
Town Clerk

AGENDA

Please note that in the interests of security / business continuity, the public may be excluded from some items

1. Apologies for absence.
2. Declarations of interest.
3. To sign the minutes of the meeting of the Staff Committee held on 20th October 2016.
4. Apprentice Groundsperson
 - a) To confirm the recommendation to appoint Clic Training as our partner and begin the advertising of the new position. (Members: Revised report and Slic Training Vacancy Details attached)
 - b) To appoint a panel to review applications and carry out interviews.

The following business will be dealt with in committee:

5. To resolve to exclude the press and public from the remainder of the meeting by reason of the confidential nature of the business.
6. To consider the appointment of the permanent Project Officer role. (Members: Information from GAPTC attached, Draft Job Description & Draft Contract).
7. To consider the request from the Project Officer on a second employment opportunity (Members: Email request attached).