

Clerk to the Council/RFO: Caroline Higgins
Chairman: Cllr Keith Keel

Committee Members: Cllr Keel (Chairman), Cllr Breeze (Vice-Chairman and Planning), Cllr Clarke (Amenities), Cllr Parkhurst (Finance); Cllr Hudson, (Vice Chair of Planning) and Cllr Jones, (Immediate Past Chair).

You are summoned to attend a meeting of the Management and Personnel Committee on Monday 18 June 2018 at **6:00 pm** at the **Memorial Hall**

Caroline Higgins

Caroline Higgins
Clerk/ RFO

12 June 2018

AGENDA

- MP1.18/19 TO ELECT A CHAIRMAN TO SERVE UNTIL THE NEXT ANNUAL COUNCIL MEETING**
- MP2.18/19 TO NOTE APOLOGIES; SUBSTITUTIONS AND REASONS FOR ABSENCE**
- MP3.18/19 DECLARATION OF INTEREST** – *Disclosure of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests. Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the register of members' interests maintained by the Monitoring Officer.*
- MP4.18/19 STAFF HANDBOOK** (To review Shrewsbury TC documents)
- MP5.18/19 REVIEW OF COUNCIL COMPLAINTS PROCEDURE** (Referred to Committee by Annual Council Meeting)
- MP6.18/19 REVIEW OF GRIEVANCE PROCEDURE** (Referred by ACM)
- MP7.18/19 REVIEW OF DISCIPLINARY PROCEDURE** (Referred by ACM)
- MP8.18/19 REVIEW OF BULLYING AND HARASSMENT PROCEDURE** (Referred by ACM)
- MP9.18/19 ADOPTION OF DRAFT PROTOCOL ON COUNCILLOR / OFFICER RELATIONS** (Referred by ACM)

- MP10.18/19 **REVIEW OF PROCEDURES FOR HANDLING REQUESTS MADE UNDER THE FREEDOM OF INFORMATION ACT 2000 AND THE DATA PROTECTION ACT 1998** (Referred by ACM)
- MP11.18/19 **GENERAL DATA PROTECTION ACT** – Data audit review
- MP12.18/19 **REVIEW OF HEALTH AND SAFETY POLICY** (See minute MP43.17)
- MP13.18/19 **DATES OF MEETINGS** – To make recommendations of meeting dates for consideration by Full Council (Referred by ACM)
- MP14.18/19 **DELAYED ISSUE OF PAPER AGENDA AND MEETING PAPERS** (Referred by Amenities Committee)
- MP15.18/19 **IMPLEMENTATION OF DECISIONS OF THE COUNCIL** (Referred by Amenities Committee)
- MP16.18/19 **EXCLUSION OF THE PRESS AND PUBLIC** - *To pass a resolution to exclude the public under Public Bodies (Admission to Meetings) Act 1960, ss 1(2), so as to discuss the following confidential matters*
- MP17.18/19 **CONFIDENTIAL MINUTES** – *To review and approve the minutes of the meeting held on 3 May 2018 (to follow)*
- MP18.18/19 **CONFIDENTIAL STAFF MATTERS ARISING** (See separate list)
- MP19.18/19 **CONFIDENTIAL STAFF MATTERS** (See separate list)
- MP20.18/19 **CONFIDENTIAL COMPLAINT** (Report to follow)
- MP21.18/19 **DATE OF NEXT MEETING** – Provisional date 24 September 2018