



BOGNOR REGIS TOWN COUNCIL

TERMS OF REFERENCE

JOINT CONSULTATIVE **SUB-COMMITTEE (STAFFING)**

Adopted by the Council at its Meeting held on 7th July 2025

BOGNOR REGIS TOWN COUNCIL

TERMS OF REFERENCE: JOINT CONSULTATIVE SUB-COMMITTEE (STAFFING)

This is a Sub-Committee of the Policy and Resources Committee

Member representation on the Joint Consultative Sub-Committee (Staffing) shall comprise: Mayor and Deputy Mayor, Chair of Policy and Resources Committee and Group Leaders from the political groups

Staff representation on the Joint Consultative Sub-Committee (Staffing) shall comprise: Town Clerk, Deputy Clerk and the Civic & Office Manager

Quorum 3

| Function of Sub-Committee Column 1 | Delegation of Functions Column 2 |
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| <ol style="list-style-type: none">1. All matters relating to Terms and Conditions of Employment2. Issues of Health and Safety and Accommodation3. Training & Development4. Pensions5. Duty of Care | <ul style="list-style-type: none">• To discuss and recommend to Policy and Resources Committee |