



**Service Director – Legal, Governance and
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Monday 14 July 2025

Notice of Meeting

Dear Member

Personnel Committee

The **Personnel Committee** will meet in the **Leadership Meeting Room, Civic Centre III** at **4.00 pm** on **Tuesday 22 July 2025**.

The items which will be discussed are described in the agenda and there are reports attached which give more details.

A handwritten signature in black ink, appearing to read "S Lawton".

Samantha Lawton

Service Director – Legal, Governance and Commissioning

Kirklees Council advocates openness and transparency as part of its democratic processes. Anyone wishing to record (film or audio) the public parts of the meeting should inform the Chair/Clerk of their intentions prior to the meeting.

Personnel Committee

Member

Councillor Carole Pattison (Chair)
Councillor Andrew Cooper
Councillor Aziz Daji
Councillor David Hall
Councillor Viv Kendrick
Councillor John Lawson
Councillor Cathy Scott
Councillor John Taylor
Councillor Graham Turner

Under the provision of Council Procedure Rule 35(8) Councillor Crook will substitute for Councillor Pattison.

When a Member of the Personnel Committee cannot attend the meeting, a member of the Substitutes Panel (below) may attend in their place in accordance with the provision of Council Procedure Rule 35(7).

Substitutes Panel

Conservative

B Armer
D Bellamy
M Thompson
C Holt

Labour

M Sokhal
M Ahmed
J Homewood
S Ullah
B Addy
M Crook
J Rylah
A Sewell
E Firth
H McCarthy

Liberal

Democrat
PA Davies
A Munro
A Pinnock
A Marchington
A Smith
C Burke
D Longstaff
A Robinson

Green Party

S Lee-
Richards
K Allison

Community

Alliance
A Anwar
A Zaman

Kirklees

**Community
Independents**
A Arshad
JD Lawson

Agenda

Reports or Explanatory Notes Attached

Pages

1: Membership of the Committee

To receive any apologies for absence or notices of substitution.

Under the provision of Council Procedure Rule 35(8) Councillor Crook will substitute for Councillor Pattison.

2: Appointment of Chair

To appoint a Chair for this Meeting of the Committee.

(Apologies for absence have been received from Councillor Pattison).

3: Minutes of Previous Meeting

To approve the Minutes of the Meeting of the Committee held on 7 April 2025.

4: Declaration of Interests

Committee Members will be asked to advise if there are any items on the Agenda in which they have a disclosable pecuniary interest, or any other interests, which may prevent them from participating in the discussion or vote on any of the items.

5: Admission of the Public

Most agenda items will be considered in public session, however, it shall be advised whether the Committee will consider any matters in private, by virtue of the reports containing information which falls within a category of exempt information as contained at Schedule 12A of the Local Government Act 1972.

6: Public Question Time

To receive any public questions.

In accordance with Council Procedure Rule 11, the period for the asking and answering of public questions shall not exceed 15 minutes.

Any questions must be submitted in writing at least three clear working days in advance of the meeting.

7: Deputation/Petitions

The Committee will receive any petitions and/or deputations from members of the public. A deputation is where up to five people can attend the meeting and make a presentation on some particular issue of concern. A member of the public can also submit a petition at the meeting relating to a matter on which the body has powers and responsibilities.

In accordance with Council Procedure Rule 10, Members of the Public must submit a deputation in writing, at least three clear working days in advance of the meeting and shall subsequently be notified if the deputation shall be heard. A maximum of four deputations shall be heard at any one meeting.

8: Senior Management Arrangements - Update

1 - 4

To receive details of recent appointments, pending changes to the senior management arrangements and to approve that the Member Appointment Panel be convened accordingly.

Contact: Steve Mawson, Chief Executive

9: Review of Returning Officer Remuneration for Local Elections

5 - 12

To review the Council's approach to the remuneration of the Returning Officer (in Kirklees this is designated as the Chief Executive) for local elections.

Contact: Shauna Coyle, Head of People Services

*Exempt information is provided in the appendix to the report.
Consideration must be given to whether the public and press should*

be excluded from the meeting prior to the determination of the matter to enable the exempt information to be discussed by passing the following resolution:- To resolve that under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting during the consideration of this item of business, on the grounds that it involves the likely disclosure of exempt information, as defined in Part 1 of Schedule 12A of the Act.
