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MEETING OF THE PERSONNEL COMMITTEE

HELD ON THE 14th JULY 2025 AT 5PM AT THE STEYNING CENTRE

Present: Cllrs Linfield, Bell, Norcross, M Alexander, Lloyd and Hanson.
Clerk: John Fullbrook

Members of the public SPC Cllrs I Alexander and P Campbell were in attendance
Meeting Commenced 5pm

DRAFT MINUTES (Non - Confidential)

Pe/25/01 ELECTION OF CHAIRMAN

01.1 In the Absence of the Chairman, the Clerk asked if there were any nominations for the position.

01.2 Cllr Norcross **nominated and proposed, seconded** by Cllr M Alexander, that Cllr Bell preside as Chairman of this meeting**. Agreed**

Pe/25/02 APOLOGIES FOR ABSENCE

02.1 There were apologies received from Cllr Young.

Pe/25/03 DECLARATIONS OF INTEREST.

03.1 There were no declarations of interest from Cllrs.

Pe/25/04 QUESTIONS FROM THE FLOOR ***(in summary)***

04.1.1 *Cllr Campbell made several requests from the floor. The first being that he wished to speak within the Confidential session in support of his position with regards to agenda item 11.1, and to defend his position in terms of agenda items 6.1, 6.2, 9.1 and 10.1.*

04.1.2 ***The Chairman explained why this was not possible – as he was not a member of this committee.***

04.1.3 *Cllr Campbell therefore went on to further elaborate upon his opinions in support of his complaint against the SPC Clerk, and his thoughts on why SPC had not been as productive as might otherwise be portrayed during the period of his sanctions and therefore subsequent non-involvement with SPC's processes and internal communications.*

04.1.4 ***The representation soon turned into a debate between Cllr Campbell and the members of the committee and strong differences of opinion were aired. The Chairman asked Cllr Campbell to desist, and order was resumed.***

Pe/25/05 MINUTES OF PREVIOUS MEETING

05.1 Cllr Bell **proposed, seconded** by Cllr Norcross that the Personnel Committee non - confidential minutes from 15th May 2025 be accepted as a true and fair record. **Agreed 5 For, 1 Abstained**

Pe/25/06 MATTERS ARISING – These items to be taken as read

06.1	Pe/24/23.1.6	Recommendation of Cllrs sanctions extension taken to SPC Full Council **- Actioned**
06.2	Pe/24/23.1.7	Personnel Committee compile an impact assessment on the business of the Council during the period of the sanctions **– See item 07.1**
06.3	Pe/24/24.2	Clerk asked to complete a business case for additional staff in the light of potential devolution **– Item 11.2**

Pe/25/07 COUNCILLOR CODE OF CONDUCT SANCTIONS RESOLUTION

07.1 **Members to consider evidence concerning impact assessment on the business of the Council during the period of the sanctions and to agree upon a short report to be taken to Full Council**

Following Full Councils agreement for this committee to complete the task, the Clerk had compiled a list of some of the tasks achieved during the period in question to give members a starting point for the report. The Chairman noted that if at all possible the report ought to be thorough, fact based and ideally empirical in nature.

After discussion members agreed it could be constructed around four main elements, as follows:-

1. Opinions of councillors and staff about office responsiveness.
2. Additional meetings and agenda items required to consider matters presented by Councillor Campbell and subsequent responses.
3. The opportunity cost in time and perhaps money i.e. time consumed, taken from productive council business.
4. The wider costs of involving outside bodies (expenditure of public money).

Cllr Bell **proposed, seconded** by Cllr M Alexander that the Personnel Committee produces an impact assessment for the September Full Council meeting, based upon the information provided by the officers, and the thoughts of the members of the committee. **Agreed**

07.2 **To further consider and agree to recommend to Full Council a way forward to achieve a positive resolution, or to find alternative pathways in order for SPC to maintain a collaborative and productive working culture.** Members understood that there were very few options left in order to deal with Cllr Campbells continued behaviour. Initially members were going to resolve the matter at the September Full Council meeting, but Cllr Campbell stated from the floor that he would not be attending that meeting and would therefore not be in a position to defend his position. Members subsequently considered bringing the matter forward to the July meeting – one week hence, and to fast-track supporting paper items so that Cllr Campbell could have the opportunity to do so. Cllr Norcross also stated for the record that as per the last Full Council meeting she would be relaxing the 2 minute rule to allow full disclosure for members representational statements. Members therefore resolved the following resolution.

Cllr Bell **proposed, seconded** by Cllr Lloyd to recommend presenting to Full Council a vote of *No confidence* in Cllr Campbell, and that this goes to the July Full Council meeting. **Agreed**

Pe/25/08 INFORMATION AND CORRESPONDENCE ITEMS

08.1 None

Pe/25/09 CONFIDENTIAL SESSION

09.1 Cllr Bell **proposed, seconded** by Cllr Norcross to resolve, under the Public Bodies (Admissions to Meetings) Act 1960, in accordance with Standing Orders 3d to exclude the press and public on the grounds that the confidential matters to be discussed under agenda items 9, 10 & 11 may involve disclosure of personal or privileged information which would be inappropriate to put in the public domain**. Agreed**

Pe/25/10 COUNCILLOR CODE OF CONDUCT SANCTIONS RESOLUTION

10.1 **To potentially deal with any issues members consider not appropriate to be dealt with in open session and that have been noted under consideration within items 6.1 and 6.2 on the agenda.**

Members agreed that most points had been dealt with effectively within the open session. They continued to consider the compilation of information for the impact assessment and discussed a draft flowchart noting the cycle of disruption which had been experienced by SPC over the last 13 years.

Pe/24/11 STAFFING MATTERS

11.1 **SAR/FOI/Code of Conduct imposition; to understand the likely consequences of continued disruption**

The Clerk presented confidential Paper 10.1.1, which was first produced for a Personnel meeting 6 years previously showing how much disruption used to affect the weekly workload of the SPC officers, for members reference. It was noted that immediately following the end of the sanctions SPC regressed back into the *maelstrom of disruption* and that at least 20 hours each week for three weeks was again being devoted to dealing with Cllr Campbell's issues. In addition to the threatened Judicial Reviews were two Search Access Requests, at least three outstanding *'Code of Conducts'*, and an email objecting to SPC Governance which had been sent to the external auditors. The Clerk explained that in any SWOT analysis of SPC's future Business plan, the largest threat to the Council's success and gaining better service provision for its residents was to let this situation continue.

11.2 SPC Staff Structure - To continue to consider options, to ensure the Councils long term aspirations for future service provisions are planned for, and are achievable.

The Clerk spoke in terms of the *Devolution Working Party* compiling a Business Plan which had been mentioned previously, which will look at options for increased asset maintenance and potential enhanced service provision, but warned that as part of an initial SWOT analysis the staffing structure had identifiable strengths and weaknesses – the main weakness being that it lacked resilience, and that there was therefore potentially a need for a stronger base for enlightened decision making. Members began to consider a new senior position to expedite higher function general administration and governance. This would help in terms of dealing with not only likely additional responsibilities, but also potentially the line management of the Youth Service. Members remained mindful that any increase to *man-hours* ought to be primarily focused on the workload associated with devolution, and not pressures arising from any need for management of internal conflict.

11.3 LADO investigation – An ongoing Safeguarding investigation

The Clerk reported on an ongoing Safeguarding issue within the Youth Service. As is SPC procedure a LADO report was written and submitted within 24 Hrs of a reportable issue, and there has subsequently been a meeting with the LADO team. {LADO stands for Local Authority Designated Officer (for safeguarding)}
An internal investigation is likely required to work through the details, and will be reported when proper to do so. It should be said that the initial reported issue has been dealt with, and everyone concerned is safe and well.

11.4 Staff Appraisal

Due to recent disruption the Clerk reported that he had not been able to complete his own appraisal process nor that of his staff. Dates for appraisals will be worked out with the Chair of the Council, when time permits.

The Clerk left the meeting at this point

Pe/25/12 COUNCILLOR COMPLAINT

To consider a response regarding a formal complaint to the Personnel Committee

Cllr Bell **proposed, seconded** by Cllr Lloyd that the personnel committee have considered the call for disciplinary action from Cllr Campbell (against the clerk) and find no reasonable basis to uphold this call.
Agreed.

Further to this, and in consideration of the many previous similar complaints having been lodged;
Cllr M Alexander **proposed, seconded** by Cllr Lloyd that the personnel committee does not take any further complaints about the Clerk from Cllr Campbell. **Agreed**

Pe/24/13 Date of next Full Council Meeting: Monday 21st July 2025

The meeting closed at 7.23pm

Signed ……………………………………………… Date of next personnel meeting – September '25, day TBC.
Chair of Personnel