



1

People

Agenda for 30/09/26 @ 18:00

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Melksham
TOWN COUNCIL

1



Melksham
TOWN COUNCIL

Wednesday 23 September 2026

Dear Councillors S Rabey, G Elson, J Oatley, C Stokes and J Westbrook

Ref: People Committee Meeting, Wednesday 30 September 2026

You are summoned in accordance with the Local Government Act (LGA) 1972, Sch 12, paras 10 (2)(b) to a meeting of the People Committee of Melksham Town Council for the transaction of the business shown on the agenda below.

Wednesday 30 September 2026 to be held at 18.00 in the Council Chamber, Melksham Town Hall, Market Place, Melksham, SN12 6ES.

The quorum for the People Committee is 3.

Public Participation

Members of the public and the press may attend this meeting in person or join the meeting on Teams via the following link: <https://tinyurl.com/5n8zrb45> . Public participation will take place near the start of the meeting.

Each speaker is limited to three minutes, with a total public session of 20 minutes. Members of the public are requested to send their questions to CEO@melksham-tc.gov.uk by noon on the working day before the meeting. You should still attend the meeting, in person or online, to ask your question.

No decisions will be made on matters not already on the agenda. The Council may ask the public and press to leave if confidential matters need to be discussed.

The Seven Principles of Public Life.

All members are reminded of their duty under the code of conduct to uphold the Seven Principles of Public Life: selflessness, integrity, objectivity, accountability, openness, honesty, and leadership.

Yours sincerely,

Miss Hayley Bell
CEO



People Committee Terms of Reference

The management of the staff of the Town Council is an operational matter and firmly in the domain of the Town Clerk.

1. **Membership** – Elected Members (see 1.4.) plus the Town Mayor and Deputy Mayor.
 - 1.1 The Committee shall be appointed in every election year and remain in place for the term of office of the council, save for the Mayor and Deputy.
 - 1.2 Membership will include two designated substitutes who will also be appointed in every election year and remain in place for the term of office of the council.
 - 1.3 Members wishing to serve on the Staffing Committee should provide a summary of their qualifications and experience in the area of personnel matters. Members of the Staffing Committee will be provided with training on an on-going basis, which they will be expected to undertake.
 - 1.4 The quorum shall be 50% of membership, rounded up. The committee will meet on an 'as required' basis.
2. **Authority:** Local Government Act 1972, Sections 101 and 102.
3. **Delegated Business**
 - 3.1 The Council's Standing Orders will apply to all meetings of the Committee. Unless the Council directs otherwise, the Committee may arrange to devolve any of its functions to a sub-committee or to an officer.
 - 3.2 The committee will have the right to resolve to restrict access to the rest of the council, where, in the committee's opinion, the papers and or information is deemed to be of a sensitive confidential nature. Councillors will need to demonstrate a 'need to know,' if they require sight of any other papers produced by or for the committee.
 - 3.3 In any case where there is the potential for an appeal or claim against the council for unfair dismissal or constructive dismissal, before any information about the case is shared outside of the Staffing Committee and or the Appeals Panel, the time for appeal must have lapsed before the information can be shared.
 - 3.4 The Committee has delegated authority to deal with the following matters on an ongoing basis or to conclusion:
 - 3.4.1 To deal with all matters affecting the appointment, discipline, salary and terms and conditions of the Town Clerk
 - 3.4.2 To carry out the Town Clerk's annual appraisal and agree objectives.
 - 3.4.3 To deal with any grievance regarding the Town Clerk.
 - 3.4.4 To deal with any staff matters referred to the committee by the Town Clerk.



- 3.4.5 To interview for SMT appointments, in conjunction with the Town Clerk, and make decisions where appropriate.
- 3.4.6 To consider, where referred by the Town Clerk, any matters emanating from the absence, grievance and disciplinary procedures contained in the Employee Handbook applicable to all members of staff employed by the Town Council.
- 3.4.7 Approve the awarding of contractual Scale Point increments, as appropriate.
- 3.4.8 To receive updates on staffing matters including restructuring and significant changes to job descriptions.

4. **Delegation to the Town Clerk** – In accordance with Standing Orders, the Town Clerk shall be empowered to exercise and perform on behalf of and in the name of and without further reference to the Council or other such appropriate committee of the Council all powers and duties of the Council in relation to the following

Staffing matters

- 4.1 The overall management of the staff including the establishment of an officer organisation which facilitates the management of all activities, administration and services on behalf of the Council.
- 4.2 The day-to-day supervision of direct reporting employees.
- 4.3 The maintenance of staff discipline including taking appropriate action in accordance with procedures (absence, grievance and disciplinary etc).
- 4.4 The overseeing of the appraisal procedure for all other staff to ensure appropriate targets are set and the staff team undertake continuous professional development training.
- 4.5 The maintenance and periodic review of terms and conditions of employment and job descriptions for all staff.
- 4.6 To ensure that appropriate regard is taken of the Health & Safety Act 1974 as amended.
- 4.7 To appoint temporary and permanent staff and implement salary and grading reviews, changes to responsibilities and job descriptions as considered necessary subject to any expenditure being within budget. (However, salary regrading outside of the agreed scale points to be confirmed and approved by the Staffing Committee).



Agenda

People Committee

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| 1. Apologies | 19.00 – 19.01 |
| To receive and consider acceptance for apologies and absences
(Local Government Act, 1972 s.85) | |
| 2. Declaration of interests | 19.01 – 19.02 |
| To declare an interest relating to the business of the meeting
(Melksham Town Council Code of Conduct) | |
| 3. Minutes | 19.02 – 19.05 |
| To approve the minutes of the previous meeting 30 June 2026
(Local Government Act 1972, s. 12) | |
| 4. Public participation | 19.05 – 19.25 |
| To allow public participation, 3 minutes per person; 20-minute allocation
(Local Government Act 1972, s. 12) | |
| 5. People & Culture Officers Report. | |
| To receive and note the report | |
| 6. Team Training Day | |
| For decision on one day closure of Town Hall to facilitate Team Training Day | |
| 7. Time Off in Lieu (TOIL) | |
| For decision on amendments to TOIL arrangements | |
| 8. Sickness Absence Management | |
| For decision on revised Sickness Absence Management Policy | |
| 9. Volunteer Expenses | |
| For decision on introducing a scheme for
reimbursement of reasonable out of pocket expenses | |



Melksham
TOWN COUNCIL

10. Confidential session

Members are requested to make the following resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960.

In view of the sensitive nature of the business to be transacted, it is advisable in the public interest that the public and press be excluded, and they are instructed to withdraw.

11. Staffing matters

To receive a verbal update on confidential staffing matters.

Melksham Town Council

Minutes of the People Committee

At Melksham Town Hall on Tuesday 30 June 2026

PRESENT:	Councillor S Rabey Councillor G Elson Councillor J Oatley Councillor C Stokes Councillor J Westbrook	Town Mayor and Chair Deputy Town Mayor and Vice Chair
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OFFICERS	Hayley Bell Nicky Hudson	CEO/Town Clerk People & Culture
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PUBLIC no members of the public or press were present

18/26 Apologies

There were no apologies, all members being present.

19/26 Declaration of Interest

There were no declarations of interest.

20/26 Minutes

The minutes of 22 June 2026, having been previously circulated, were approved as a correct record and signed by the Chair Councillor Rabey.

21/26 Public Participation

There was no public participation.

22/26 Confidential Session

It was **UNANIMOUSLY RESOLVED** to go into confidential session in view of the sensitive nature of the business to be discussed.

23/26 Staffing Matters

A verbal report was given.

No decisions were required.

Meeting closed at: 18:15

Signed

Dated

MEETING
People Committee

DATE
29/09/26

TITLE
People Report

AUTHOR(S)
People & Culture Officer and CEO

Report





Purpose of Report

To provide Councillors with information on people matters at Melksham Town Council to ensure:

1. **Transparency and Oversight**
Keeps councillors informed about staffing matters, ensuring transparency in how the council manages its workforce.
2. **Strategic Decision-Making**
Councillors can use this report to make informed decisions about staffing levels, recruitment, budgets, and service delivery.
3. **Monitoring Workforce Trends**
This report will provide data on:
 - 3.1 Staff turnover
 - 3.2 Absence rates
 - 3.3 Recruitment activity
 - 3.4 Training and development
 - 3.5 Diversity and inclusion metrics
4. **Compliance and Governance**
Ensures the council is meeting legal and policy obligations related to employment, equality, health & safety, and safeguarding.
5. **Highlighting Risks or Issues**
Flags any emerging concerns such as high sickness absence, recruitment challenges, or employee relations issues that may impact service delivery.
6. **Celebrating Successes**
Will highlight achievements, such as successful training programmes, staff awards, or improvements in wellbeing.

Key Messages / Headlines

- Recruitment strengthening service resilience across key operational teams.
- 165 training courses completed to build skills and reduce single points of failure.
- Successful transition to BrightHR and BrightSafe, with improved contractual safeguards secured.
- Review of employment policies underway to reflect legislative changes and best practice.
- New Operations Manager enhancing internal Health & Safety capacity and governance.
- Organisation-wide development initiatives progressing, including staff development day, TOIL changes and absence policy review.

Workforce Trends

Staff turnover:

As of 8 September 2026, we currently have 25 employees on our payroll. These include:

- 13 full-time (52%)
- 4 part-time (16%)
- 6 casual (24%)
- 2 temporary (8%)

From 15 June 2026 until 8 September, we have had 4 starters and 5 leavers. The breakdown is below:

- Starters (4) (16%)
 - Amenities (2)
 - Venues (2)
- Leavers (5) (20%) *
 - Amenities (2)
 - Venues (3) *

** Feedback to be shared in confidential session.*

Absence rates:

During the period 16 June 2026 to 8 September 2026, the Council recorded 107.5 days lost due to sickness absence across a workforce of 25 employees. This equates to an absence rate of 7.05%, and an average of 4.3 days lost per employee during the reporting period. For context, the Office for National Statistics reported a UK sickness absence rate of 2.0% in 2025, with the public sector recording a rate of 2.9%. The Council's absence levels are therefore higher than the national public sector benchmark and will continue to be monitored through regular absence management procedures and wellbeing support initiatives.

It should be noted that the Council's small workforce means that sickness absence figures can be significantly influenced by a small number of employees experiencing long-term absence. Long-term sickness cases can account for a substantial proportion of total days lost and may therefore have a disproportionate impact on the overall absence rate. As a result, short reporting periods should be interpreted with caution, as a single long-term absence can materially affect performance against external benchmarks. Absence levels are monitored on an ongoing basis to distinguish between short-term attendance issues and exceptional long-term cases, ensuring that trends are assessed in the appropriate context.

Measure	Result
Reporting Period	16 June 2026 to 8 September 2026
Average Headcount	25
Total Working Days Lost	107.5
Available Working Days	1,525
Absence Rate	7.05%
Average Days Lost per Employee	4.3

**Further absence details will be shared in a confidential session.*

Recruitment activity:

Following recent periods of long-term absence, recruitment activity has been strategically focused on key operational areas to strengthen resilience and reduce the risk of single points of failure within teams. As a result, priority has been given to increasing capacity within the Amenities and Venues service to ensure continuity of service delivery and improve operational flexibility during periods of staff absence. We are pleased to confirm that a new full-time member of the Amenities Team will be joining the Council on 23 September. In addition,

recruitment is progressing well for casual Venues Duty Supervisor positions, with interviews currently underway to further enhance staffing resources across the service.

Training and development:

As part of our training and development programme, there has been a continued focus on reducing single points of failure across key service areas and building greater organisational resilience. Priority has been given to ensuring that the Council's CCTV system can be accessed and operated by a sufficient number of trained officers whenever required, reducing reliance on individual employees. Similarly, additional training and knowledge-sharing has been undertaken to ensure that adequate staff have the skills and confidence to maintain the Splashpad and keep it fully operational throughout the opening season. Within the Venues service, development activity has also focused on increasing the number of suitably qualified and trained managers available to oversee operations, ensuring appropriate cover can be maintained without placing undue pressure on the capacity of existing officers. This approach supports both service continuity and the sustainable development of staff capabilities across the organisation.

The all-staff Team Away Day / Workshop remains confirmed for Tuesday 6 October. Since the previous update, the CEO and People & Culture Officer have met with the external provider to discuss the objectives and structure of the day. The provider is now developing a tailored programme to ensure the event delivers a valuable opportunity for colleagues to come together, strengthen collaboration, build relationships across teams, and focus on shared priorities and organisational development.

The Town Hall will be closed on this day.

To strengthen employee engagement and improve organisational communication, the Council has launched its first internal quarterly Team Newsletter. The newsletter will be issued in September, January and April each year and will provide colleagues with updates on Council priorities, service achievements, staff news, training opportunities and organisational developments. The initiative aims to improve information sharing, celebrate success and support greater connectivity across teams.

Training statistics between 16th June – 8th September 26:

- 14 staff completed training.
- 165 courses attended.
- 40 Topics covered:
 - STA Level 3 Award in Pool Plant Operations (x2)
 - LASER Level 2 Award for CCTV Operators in the Private Security Industry (x1)
 - Bleed Kit Training (x4)



- Volunteers: How To Inspire, Recruit and Retain in Your Community (x2)
- Everything You Need to Know About Blip (x8)
- Making The Most of Rotas on BrightHR (x3)
- Understanding GDPR (x6)
- Getting Started with BrightHR for Employees (x13)
- Getting Started with The BrightHR Mobile App for Employees (x13)
- Equality, Diversity & Inclusion Awareness (x10)
- Mental Health Awareness (x9)
- Green & Sustainability Terminology (x8)
- Managing Alcohol & Substance Abuse (x1)
- Fire Extinguisher Use (x7)
- First Aid Awareness (x7)
- Health & Safety Awareness (x7)
- Accident Reporting & Investigation (x6)
- Manual Handling Awareness (x5)
- Health & Safety Responsibilities (x5)
- Lone Working (x5)
- Control Of Substances Hazardous to Health (COSHH) (x2)
- Fire Safety Awareness & Warden Duties (x4)
- Food Safety Awareness (x4)
- Risk Assessments (x4)
- Managing Stress at Work for Employees (x4)
- Environmental Awareness for Employees (x4)
- Hazardous Substances (COSHH) (x3)
- Terrorism Awareness (x3)
- Fire Resistance in Buildings (x3)
- Electrical Safety Awareness (x1)



- Legionella Awareness (x1)
- Hand Tools & Your Safety (x1)
- Fire Detection & Warning Arrangements (x1)
- Personal protective equipment (PPE) (x2)
- Driving For Business (x1)
- Preparing Method Statements (x1)
- Ladder Safety Awareness for Employees (x1)
- Working At Height (x1)
- Work Equipment Awareness (x1)
- Noise Awareness (x1)

Compliance and Governance:

HR Provider Transition and Contract Management

The Council has now fully transitioned to its new HR and Health & Safety provider, Peninsula (BrightHR and BrightSafe), following the expiry of the WorkNest contract on 21 June 2026.

While the transition has largely been successful, a number of initial implementation and service delivery issues were experienced during the onboarding period. As a result, the People and Culture Officer and CEO raised formal concerns with Peninsula and entered into discussions regarding the service provided. These discussions resulted in a renegotiation of the contract, securing additional protections for the Council, including a break clause which allows the Council to terminate the agreement at the two-year point rather than being committed to the full four-year term. To exercise this option, notice would need to be provided at the 21-month stage.

In recognition of the difficulties experienced during the transition period, Peninsula has also agreed to provide compensation equivalent to six months of free service during the first year of the contract.

Policy and Documentation Review

The People and Culture Officer is currently working closely with Peninsula to undertake a comprehensive review and update of the Council's Employee Handbook and employment contracts. This work is intended to ensure all documentation is aligned with current employment legislation, best practice, and organisational needs.

As part of this review, consideration is being given to proposed contractual and procedural updates relating to:



- Time Off in Lieu (TOIL) arrangements.
- Absence management procedures.
- General updates to reflect current employment legislation and best practice guidance.

Relevant recommendations and proposed amendments will be presented to Council for consideration and approval as appropriate.

Compliance and Governance

Since February 2026, the Council has continued to meet its statutory duties and maintain compliance with employment legislation and internal policies.

The appointment of the new Operations Manager has further strengthened the Council's internal Health and Safety capacity. The postholder brings significant Health and Safety knowledge, expertise, and relevant qualifications, enabling the Council to maintain robust oversight and management of its Health and Safety responsibilities.

During this reporting period, significant national employment law reforms have been introduced through the Employment Rights Act 2025. Key changes relevant to the Council include:

- Introduction of day-one rights for certain family leave entitlements.
- Reforms to Statutory Sick Pay, including expanded eligibility and the removal of waiting days.
- Enhanced protections for whistleblowers.

Whilst many of these changes have a greater operational impact on larger employers, they require ongoing review of Council policies, procedures, and employment documentation to ensure continued compliance.

There is also an increasing national focus on workforce wellbeing, equality, and transparency, including developments relating to employee support measures and gender pay gap reporting. Although not all requirements apply directly to smaller councils, these principles continue to inform and support good employment practice across the organisation.

No significant compliance issues, legal breaches, or employment-related concerns have been identified during this reporting period. The Council continues to meet its responsibilities in relation to health and safety, safeguarding, equality, and employment legislation through regular monitoring, review, and appropriate professional support.

Town Hall Closure on 6 October for Full Team Training Day

Overview

It is proposed that Melksham Town Hall closes to the public on 6 October 2026 to facilitate a full staff training and development day.

The purpose of the training day is to bring all employees together to develop skills, strengthen team working, review organisational objectives and provide learning opportunities that support service delivery.

Implications

Members are asked to note:

- The Town Hall would be closed to the public for one working day.
- Staff would participate in training focused on professional development, organisational priorities and collaborative working.
- Residents and stakeholders would be advised of the closure in advance with alternative contact arrangements provided where appropriate.

Members are asked to consider:

- The impact of a one-day closure against the benefits of investing in staff development and service improvement.
- How improved skills, knowledge sharing and team cohesion may contribute to more effective service delivery.
- Whether the proposed date minimises disruption to residents and council services.

Recommendation

Members are recommended to approve the closure of Melksham Town Hall on 6 October 2026 and authorise officers to communicate arrangements to residents, hirers and other stakeholders.

Our Town Plan

This proposal supports:

- T8.03 Invest in learning and development.
- T8.01 Work as an integrated team.
- T8.05 Build a high-performing team.
- T8.08 Encourage innovation and new ideas.

- R4.01 Be accountable and approachable through improved service delivery.

Revised Time Off in Lieu (TOIL) Arrangements

Overview

It is proposed that the Council amends its existing Time Off in Lieu (TOIL) arrangements for authorised additional hours worked.

Under the current arrangements, employees may accrue authorised TOIL and take it within three months. The proposed change would require TOIL to be taken within the same pay period in which it is accrued. The date on which TOIL is taken would continue to be agreed between the employee and their Line Manager, taking into account both operational requirements and employee wellbeing.

The purpose of this amendment is to ensure TOIL is managed consistently, reduce the build-up of accrued hours, support employee wellbeing through timely rest and recovery, and strengthen compliance with employment legislation and National Minimum Wage (NMW) requirements. HMRC does not recognise TOIL as a substitute for hours worked when assessing NMW compliance, with hours being attributed to the pay reference period in which they are worked rather than when TOIL is taken.

Members are asked to note:

- The Council already operates a TOIL scheme for authorised additional hours worked.
- Employees are currently able to take accrued TOIL within three months of it being earned.
- The proposed amendment would require TOIL to be taken within the same pay period in which it is accrued.
- Line Managers would retain responsibility for authorising additional hours and agreeing when TOIL is taken.
- HMRC considers the additional hours worked to fall within the pay period in which they are worked, regardless of when TOIL is subsequently taken.

Members are asked to consider:

- Whether requiring TOIL to be taken within the same pay period promotes better workforce planning and reduces the accumulation of significant TOIL balances.
- The wellbeing benefits of employees taking time back promptly rather than carrying forward substantial periods of accrued leave.



- The importance of maintaining robust employment practices that minimise the risk of National Minimum Wage compliance issues. Where additional hours are worked in one pay period, but TOIL is not taken until a later period, there can be increased scrutiny regarding NMW calculations, particularly for lower-paid employees.
- The benefits of a clear and consistent approach across all departments that ensures additional working hours are recognised whilst preventing excessive accruals.
- The potential financial, operational and governance risks associated with carrying large TOIL balances over extended periods.

Recommendation

Members are recommended to approve the amendment to the Council's existing TOIL arrangements, requiring authorised TOIL to be taken within the same pay period in which it is accrued, in order to support employee wellbeing, improve workforce planning, reduce the accumulation of outstanding TOIL balances and strengthen compliance with National Minimum Wage requirements.

This version presents the change as a move from "within three months" to "within the same pay period", which better reflects the actual policy amendment.

Our Town Plan

This proposal supports:

- T8.04 Prioritise wellbeing.
- T8.05 Build a high-performing team.
- T8.09 Promote an inclusive culture.
- F7.03 Deliver value for money.
- F7.09 Improve cost effectiveness.

Sickness Absence Management Policy Review

Overview

It is proposed that the Council adopts a revised Sickness Absence Management Policy aligned with Peninsula's recommended policy framework.

The proposed amendments include revised absence trigger points, the introduction of Letters of Concern and a more structured process for managing attendance concerns.

Given current levels of sickness absence across the organisation, it is considered important that the Council has robust and consistent procedures in place to support employees whilst maintaining service delivery standards.

Implications

Members are asked to note:

- The revised policy introduces amended trigger points for formal absence management.
- Letters of Concern would be introduced as an early intervention measure where attendance levels give cause for concern.
- Managers would receive support and guidance to ensure consistency in applying the policy.
- The revised policy remains focused on supporting employee wellbeing whilst managing attendance proactively.

Members are asked to consider:

- Whether the proposed changes provide an appropriate balance between employee support and organisational need.
- The impact that improved attendance management may have on service resilience and continuity.
- The potential reduction in costs associated with sickness absence and temporary staffing arrangements.
- The benefits of aligning Council policies with external HR best practice and Peninsula guidance.

Recommendation

Members are recommended to approve the revised Sickness Absence Management Policy and authorise officers to implement the policy, communicate the changes to employees and provide any necessary management training.

Our Town Plan

This proposal supports:

- T8.04 Prioritise wellbeing.
- T8.05 Build a high-performing team.
- T8.07 Empower our people to deliver.
- R4.01 Be accountable and approachable through the delivery of reliable services.

- F7.06 Maintain high standards of governance.
- F7.07 Provide strong financial stewardship.

Volunteer Expenses

Overview

The Council currently benefits from the contribution of volunteers who support a range of activities and community initiatives. Volunteers are not paid for their time and do not receive remuneration.

Members are asked to consider whether the Council should introduce a formal arrangement to reimburse reasonable out-of-pocket expenses incurred by volunteers whilst undertaking approved activities on behalf of the Council.

Should Members wish to approve reimbursement, eligible expenses could include mileage and travel costs, parking charges, public transport fares and pre-approved purchases made on behalf of the Council. Appropriate financial controls would be implemented to ensure claims are reasonable, properly evidenced and authorised.

Implications

Members are asked to note:

- There is currently no entitlement for volunteers to receive payment for the time they give to the Council.
- Without an expenses scheme, volunteers would be required to meet any costs associated with their volunteering activities personally.
- The introduction of an expenses scheme may help remove financial barriers to volunteering and support wider participation from the community.
- Any reimbursement scheme would create a financial commitment for the Council, although costs are expected to be limited and dependent on volunteer activity levels.
- Appropriate controls could be introduced requiring claims to be submitted promptly, supported by receipts where possible and authorised by a designated Council officer.

Members are asked to consider:

- Whether volunteers should be reimbursed for reasonable expenses incurred whilst undertaking approved Council activities.
- The potential impact that reimbursing expenses may have on volunteer recruitment, retention and accessibility.
- The financial implications of introducing an expenses reimbursement scheme.



- Whether the proposed controls provide sufficient assurance that public funds would be used appropriately.
- The potential reputational benefits of ensuring volunteers are not financially disadvantaged as a result of supporting the Council.

Recommendation

Members are requested to determine whether the Council should reimburse reasonable out-of-pocket expenses incurred by volunteers whilst undertaking approved activities on behalf of the Council.

If approved, Members are recommended to authorise officers to implement an expenses reimbursement procedure requiring all claims to:

- Relate to approved volunteering activities undertaken on behalf of the Council.
- Be submitted promptly.
- Be supported by receipts where possible.
- Be authorised by the designated Council officer before reimbursement.

The Council would retain the right to refuse claims that have not been approved in advance, or which fall outside agreed volunteering activities.

Our Town Plan

This proposal supports:

- C1.03 Support volunteering and community engagement opportunities.
- T8.07 Empower our people to deliver.
- R4.01 Be accountable and approachable through the delivery of reliable services.
- F7.06 Maintain high standards of governance.
- F7.07 Provide strong financial stewardship.

Confidential Session: Exit Interviews, absence overview, Peninsula, staffing updates.