



**Westbourne**  
Parish Council

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To members of the HR Panel.

**A meeting of Westbourne Parish Council's HR Panel will take place on Thursday 19 January 2023 at 7.30pm at The Meeting Place, North Street, Westbourne.**

*Clare Kennett, 13 January 2023*  
Clerk to the Parish Council

### **Agenda**

- 1. Election of the Chair:** To receive nominations for the Chair.
- 2. Apologies for absence**
- 3. Election of the Vice-Chair:** To receive nominations for the Vice-Chair.
- 4. Declarations of interest in the items on the agenda:** To receive from Members declarations of interests in relation to the agenda and updates to the Register of Interests, as required by the Localism Act 2011 and the Parish Council's Code of Conduct for Members.

In accordance with the Local Government Act 1972 Schedule 12, the Council may decide by resolution to exclude the press and public from any part of the meeting under a Section Two item.

### **Section Two**

**5. Personal and Professional Development Review (PPDR):** To receive the completed interim PPDR which took place on Thursday 4 October 2022. To set new targets for the Clerk's 2023 PPDR.

**6. Civility and Respect Project:** To discuss, and recommend to the Full Council, the Civility and Respect Pledge to sign up at <https://www.nalc.gov.uk/our-work/civility-and-respect-project#take-the-pledge> The Council would pledge to:

- Treat other councillors, clerks, employees, members of the public, and representatives of partner organisations and volunteers with civility and respect in their roles
- Commit to training councillors and staff
- Sign up to the code of conduct for councillors
- Have good governance arrangements in place
- Commit to seeking professional help at early stages should civility and respect issues arise
- Call out bullying and harassment if and when it happens

- Continue to learn from best practice in the sector and aspire to being a role model/champion council
- Support the continued lobbying for the change in legislation to support the civility and respect pledge including sanctions for elected members where appropriate

**7. Announcements and items for the next agenda:** To note items, submitted prior to the start of the meeting, brought forward by permission of the Chair.

**8. Date of next meeting:** To agree the date of the next meeting.