

**Meeting of the Staffing Committee**  
**Manor House, Grange Road, Malvern WR14 3EY**  
**Thursday 3rd October 2019 7.00pm**

Members: Mr D Baldwin, Mr M Davies, Dr P Forster, Ms S Rouse, (non-voting), Mr C Penn, Prof J Raine, Mrs G Rees, Ms H Stace.

1. Apologies for absence
2. Chair's announcements
3. Declaration of Interests
4. Public questions
5. Matters arising from previous meeting not otherwise on agenda
6. Update on Health and Safety Issues Paper A
7. Key person insurance Paper B
8. Techscheme Paper C
9. GDPR – retention of staff data Paper D
10. Staff where it would be difficult to find temporary cover Verbal update
11. Succession planning Verbal update
12. Urgent Business
13. Date of next meeting 2<sup>nd</sup> or 9<sup>th</sup> January 2020