

# Members/Trades Unions Joint Consultation & Safety Panel

Tuesday 4 September 2012

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A meeting of the above Panel will be held at the **Town Hall, Royal Leamington Spa** on Tuesday 4 September 2012 at **4.30 p.m.**

Panel Membership:

## **Employers representatives**

Councillor Barrott  
Councillor Copping  
Councillor Davies  
Councillor Kirton

## **Trades Unions representatives**

Mr R Chapleo  
Mr A Crump  
Mr A Foster  
(1 x Vacancy)

## **Agenda**

### 1. **Emergency Procedure**

At the commencement of the meeting the Committee Services Officer will announce the emergency procedure for the Town Hall.

### 2. **Substitutes**

To receive the name of any Member of the Panel who is to act as a substitute, notice of which has been given to the Chief Executive, together with the name of the Member of the Panel for whom they are acting.

### 3. **Appointment of Chairs**

To appoint the Chairs of the Panel for the ensuing municipal year.

### 4. **Declarations of Interest**

Members to declare the existence and nature of personal and prejudicial interests in items on the agenda.

Declarations should be entered on the form to be circulated with the attendance sheet. However, the existence and nature of any interest that subsequently becomes apparent during the course of the meeting must be disclosed immediately. In the event of an interest being prejudicial, members are reminded that they must withdraw from the room or chamber whenever it becomes apparent that the matter is being considered, unless a dispensation has been obtained from Standards Committee. **If members are unsure about whether or not they have an interest, or about its nature, they are strongly advised to seek advice from officers prior to the meeting.**

5. **Minutes**

To consider the minutes of the meeting held on 22 February 2012.

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**PART 1**  
**HEALTH & SAFETY MATTERS**

6. **Accident Report (Accidents from 1 March 2012 – 31 July 2012)**

To consider a report from the Health and Safety Adviser.

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**PART 2**  
**JOINT CONSULTATIVE MATTERS**

7. **People Strategy Update including IIP Actions**

To receive an update from the Chief Executive's office.

**(Item 7/Page 1)**

8. **Joint Communication Forum – Terms of Reference**

To consider revisions to the Terms of Reference.

**(To follow)**

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**General Enquiries: Please contact Civic & Committee Services, Warwick District Council, Riverside House, Milverton Hill, Royal Leamington Spa, Warwickshire, CV32 5HZ.**

**Telephone: 01926 412656**

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**E-Mail: [committee@warwickdc.gov.uk](mailto:committee@warwickdc.gov.uk)**

**Enquiries about specific reports: Please contact the officers named in the reports.**