

Employment Committee

Tuesday 16 September 2008

Monday 8 September 2008

A meeting of the above Committee will be held at the **Town Hall**, Royal Leamington Spa, on Tuesday 16 September 2008 at **4.30pm**.

Membership:

	Councillor Coker (Chairman)	
Councillor Caborn		Councillor Hammon
Councillor Crowther		Councillor Kirton
Councillor Michael Doody		Councillor Mrs Knight
Councillor Gifford		Councillor Shilton
Councillor Mrs Goode		

Emergency Procedure

At the commencement of the meeting the Chairman will announce the emergency procedure for the Town Hall.

Declarations of Interests

Declarations should be entered on the form to be circulated with the attendance sheet and declared at item 2 below. 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.**

Agenda

1. **Substitute Members**

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

2. **Declarations of Interests**

Members to declare the existence and nature of personal and prejudicial interests in items on the agenda in accordance with the adopted Code of Conduct.

- *3 **Minutes**
To confirm the minutes of the meeting held on 23 June 2008.
(Previously circulated)
- *4. **Employment Data Monitoring**
To consider a report from Organisational Development and Performance Improvement
(Page 1) (Enclosure)
- *5. **Equal Opportunities Recruitment Monitoring**
To consider a report from Organisational Development and Performance Improvement
(Page 6) (Enclosure)
- *6. **Monitoring of Staff Leaving WDC**
To consider a report from Organisational Development and Performance Improvement
(Page 13) (Enclosure)
- *7. **Sickness Absence Monitoring**
To consider a report from Organisational Development and Performance Improvement
(Page 17) (Enclosure)
- *8. **Corporate Training Monitoring**
To consider a report from Organisational Development and Performance Improvement
(Page 23) (Enclosure)
- *9. **Monitoring of Grievance & Disciplinary Cases**
To consider a report from Organisational Development and Performance Improvement
(Page 28) (Enclosure)
- *10. **Appraisal Monitoring**
To consider a report from Organisational Development and Performance Improvement
(Page 32) (Enclosure)
- *11. **Voluntary Reduced Time Scheme Review**
To consider a report from Organisational Development and Performance Improvement
(Page 36) (Enclosure)
- *12. **Member Development**
To consider a report from Organisational Development and Performance Improvement
(Page 42) (Enclosure)
- *13. **Hay Job Evaluation Appeals Panel - Member Representative**
To consider a report from Organisational Development and Performance Improvement
(Page 47) (Enclosure)

***14. Organisational Change – Recommendations from Members Trades Union Joint Consultative Safety Panel**

To consider a report from Organisational Development and Performance Improvement

(Page 49) (Enclosure)

15. Public and Press

To consider resolving that under Section 100A of the Local Government Act 1972 the public and press be excluded from the meeting for the following items by reason of the likely disclosure of exempt information within the paragraphs of Schedule 12A of the Local Government Act 1972 following the Local Government (Access to Information) (Variation) Order 2006, as set out below.

Item No.	Para Nos.	Reason
16, 17 & 18	1	Information relating to any individual
16, 17 & 18	2	Information which is likely to reveal the identity of an individual; and

***16. Housing and Property Services - Proposed Restructure**

To consider a report from Bill Hunt

(Page 52) (Enclosure)
(Not for publication)

***17. Early Retirement – Community Services Manager**

To consider a report from Organisational Development and Performance Improvement

(Page 68) (Enclosure)
(Not for publication)

***18. Early Retirement – Bereavement and Special Projects Manager**

To consider a report from Organisational Development and Performance Improvement

(Page 70) (Enclosure)
(Not for publication)

(*Denotes those items upon which decisions will be made under delegated powers, as previously granted by the Council).

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

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For enquiries about specific reports: Please contact the officers named in the reports.

Details of all the Council's committees, councillors and agenda papers are available via our website www.warwickdc.gov.uk.

Please note that the majority of the meetings are held on the first floor of the Town Hall. If you feel that this may restrict you attending this meeting, please telephone (01926) 456005 prior to the meeting, so that we can assist you and make any necessary arrangements to help you to attend the meeting.

THE AGENDA IS AVAILABLE IN LARGE PRINT ON REQUEST, PRIOR TO THE MEETING.