

Members/Trades Unions Joint Consultation & Safety Panel

Tuesday 3 September 2013

A meeting of the above Panel will be held at the **Town Hall, Royal Leamington Spa** on Tuesday 3 September 2013 at **4.30pm**

Panel Membership:

Employers representatives

Councillor Barrott
Councillor Copping
Councillor Kinson
Councillor Kirton

Trades Unions representatives

Mr R Chapleo
Mr A Crump
Mr A Foster
Mr J Lynch

Emergency Procedure

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

Agenda

1. 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.

2. Declarations of Interest

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

Declarations should be entered on the form to be circulated with the attendance sheet and declared during this item. However, the existence and nature of any interest that subsequently becomes apparent during the course of the meeting must be disclosed immediately. If the interest is not registered, Members must notify the Monitoring Officer of the interest within 28 days. Members are also reminded of the need to declare predetermination on any matter.

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.

3. **Minutes**

To consider the minutes of the meeting held on 5 June 2013

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PART 1
HEALTH & SAFETY MATTERS

None.

PART 2
JOINT CONSULTATIVE MATTERS

4. **Corporate Health and Safety Report Annual Report 2012-2013**

To consider a report from the Health and Safety Adviser

(Item 4/Page 1)

5. **Management of HR Team & Support for Payroll staff**

To receive a verbal update from the Deputy Chief Executive (BH)

(Item 5/Page 1)

6. **Council Policy on Workplace Stress and Assistance**

To receive a verbal update from the Deputy Chief Executive (BH)

(Item 6/Page 1)

7. **FFF Update and Impact on Restructured Business Units**

To consider a verbal update from the Deputy Chief Executive (BH)

(Item 7/Page 1)

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