

Employment Committee

Tuesday 19 September 2006

Friday 8 September 2006

A special meeting of the above Committee will be held in the Town Hall, Royal Leamington Spa, on Tuesday 19 September 2006 at **4.30 p.m.**

Membership:

	Councillor B Crowther (Chair)
Councillor A Boad	Councillor J Hammon
Councillor Mrs F Bunker	Councillor J Hatfield
Councillor B Gifford	Councillor B Kirton
Councillor B Gill	Councillor D Kundi

Emergency Procedure

At the commencement of the meeting the Chair 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 3 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 meetings held on 26 June 2006 (Previously circulated)
- *4. **Additional Staffing Requirements for HMO Licensing**
To consider a report from Housing Strategy (Page 1) Enclosure
- *5. **Creation of Permanent Contract for Town Centre Business Development Managers**
To consider a report from Leisure and Amenities (Page 6) Enclosure
- *6. **Establishment Changes - Planning**
To consider a report from Planning and Engineering (Page 8) Enclosure
- *7. **Local Public Service Agreement Take Up Officers**
To consider a report from Revenues and Customer Services (Page 11) Enclosure
- *8. **Appraisal Monitoring**
To consider a report from Corporate Personnel Services (Page 52) Enclosure
- *9. **Corporate Training and People Skills Scoreboard Monitoring**
To consider a report from Corporate Personnel Services (Page 57) Enclosure
- *10. **Employment Data Monitoring**
To consider a report from Corporate Personnel Services (Page 69) Enclosure
- *11. **Monitoring of Grievance and Disciplinary Cases**
To consider a report from Corporate Personnel Services (Page 78) Enclosure
- *12. **Monitoring of Staff Leaving Warwick District Council**
To consider a report from Corporate Personnel Services (Page 83) Enclosure
- *13. **Equal Opportunities Recruitment Monitoring**
To consider a report from Corporate Personnel Services (Page 89) Enclosure
- *14. **Sickness Absence Monitoring**
To consider a report from Corporate Personnel Services (Page 96) Enclosure

(*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.