

Members/Trades Unions Joint Consultation & Safety Panel

Tuesday 5 January 2010

Friday 18 December 2009

A meeting of the above Panel will be held at the **Town Hall, Royal Leamington Spa** on Tuesday 5 January 2010 at **4.30 p.m.**

Panel Membership:

Employers representatives

Councillor Barrott
Councillor Copping
Councillor Dhillon
Councillor Kirton

Trades Unions representatives

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

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 Joint Chairs

To appoint a Chair from the Employers side and a Chair from Trades Unions side to share the responsibility for chairing the meetings during the municipal year. It is the Employers turn to chair the meeting therefore the Councillor appointed will chair this meeting.

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 meetings held on 8 April and 6 May 2009. **(Page 1)**

PART 1
HEALTH & SAFETY MATTERS

*6. **Accident Report (Accidents from start of March 2009 – end of August 2009)**

To consider a report from the Health and Safety Adviser. **(Page 4)**

PART 2
JOINT CONSULTATIVE MATTERS

*7. **Officer Employment Procedures**

To consider a report from Members' Services. **(Page 9)**

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

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

Telephone: 01926 412656

Facsimile: 01926 456121

E-Mail: committee@warwickdc.gov.uk

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/committee

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) 412656 prior to the meeting, so that we can assist you and make any necessary arrangements to help you to attend the meeting.