

Employment Committee

Tuesday 27 September 2011

A special meeting of the above Committee will be held at the Town Hall, Royal Leamington Spa on Tuesday 27 September 2011 at **4.30** pm.

Membership:

| | |
|--------------------------|-----------------------|
| Councillor Barrott | Councillor Boad |
| Councillor Caborn | Councillor Coker |
| Councillor Copping | Councillor Doody |
| Councillor Mrs Gallagher | Councillor Hammon |
| Councillor Kirton | Councillor Mrs Knight |
| Councillor Mobbs | |

Agenda

1. **Emergency Procedure**

At the commencement of the meeting the emergency procedure for the Town Hall will be announced.

*2. **Substitutes**

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.

*3. **Declarations of Interest**

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.

(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. 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.**)

*4. **Minutes**

To confirm the minutes of the meeting held on 16 June 2011(**Item 4/Page 1**)

*5. **Health & Safety Policy Amendments and Corporate Health & Safety Annual Report 2010-2011**

To receive a report from the Health & Safety Adviser **(Item 5/Page 1)**

*6. **Corporate Training Summary 2010-2011**

To receive a report from Human Resources **(Item 6/Page 1)**

*7. **People Strategy Update**

To receive a report from Human Resources **(Item 7/Page 1)**

*8. **Quarter 1 and Full Year Work-Force Data**

To receive a report from Human Resources **(Item 8/Page 1)**

*9. **Public and Press**

To consider resolving that under Section 100A of the Local Government Act 1972 that the public and press be excluded from the meeting for the following item 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 Nos. | Para Nos. | Reason |
|----------------|-----------|---|
| 10, 11, 12, 13 | 1 | Information relating to an Individual |
| 10, 11, 12, 13 | 2 | Information which is likely to reveal the identity of an individual |

*10. **ICT Services – Business Analyst**

To receive a report from ICT Services **(Item 10/Page 1)**

*11. **Request for Early Retirement**

To receive a report from Development Services **(Item 11/Page 1)
Not for Publication**

*12. **Benefits and Revenues Staffing**

To receive a report from Head of Finance **To follow
Not for Publication**

*13. **Corporate Services Staffing Establishment Changes**

To receive a report from the Deputy Chief Executive (AJ) **(Item 13/Page 1)
Not for Publication**

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

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

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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/committees

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.

THE AGENDA IS AVAILABLE IN LARGE PRINT ON REQUEST, PRIOR TO THE MEETING BY TELEPHONING (01926) 412656