



Committee: PERSONNEL COMMITTEE
Date: WEDNESDAY, 25TH JULY 2012
Venue: LANCASTER TOWN HALL
Time: 10.00 A.M.

A G E N D A

1. **Apologies for absence**

2. **Minutes**

Minutes of meeting held on 30th May, 2012 (previously circulated).

3. **Declarations of Interest**

4. **Items of urgent business authorised by the Chairman**

5. **Review of HR Policies** (Pages 1 - 45)

Report of the Human Resources Manager.

6. **Exclusion of the Press and Public**

The Committee is recommended to pass the following recommendation in relation to the following items: -

“That, in accordance with Section 100A(4) of the Local Government Act, 1972, the press and public be excluded from the meeting for the following item of business, on the grounds that they could involve the possible disclosure of exempt information as defined in paragraphs 1 and 2 of Schedule 12A of that Act.”

Members are reminded that, whilst the following items have been marked as exempt, it is for the Committee itself to decide whether or not to consider each of them in private or in public. In making the decision, Members should consider the relevant paragraph of Schedule 12A of the Local Government Act 1972, and should balance the interests of individuals or the Committee itself in having access to information. In considering their discretion Members should also be mindful of the advice of Council Officers.

7. **Request for Voluntary Redundancy** (Pages 46 - 49)

Report of the Head of Environmental Services.

8. **Request for Flexible Retirement** (Pages 50 - 52)

Report of the Head of Environmental Services.

9. **Appeal Against Dismissal - First Hearing**

Documents will be sent to Members, or their substitutes where relevant, in a sealed envelope.

Please pass your copy to your substitute if you are unable to attend.

The Committee will be recommended to adjourn the meeting at the conclusion of the first Hearing and re-convene at 2.00 p.m. to consider the second Hearing.

10. **Appeal Against Dismissal - Second Hearing**

Documents will be sent to Members, or their substitutes where relevant, in a sealed envelope.

Please pass your copy to your substitute if you are unable to attend.

ADMINISTRATIVE ARRANGEMENTS

(i) Membership

Councillors Paul Gardner (Chairman), Alycia James (Vice-Chairman), Shirley Burns, Jonathan Dixon, Melanie Forrest, Sylvia Rogerson and David Smith

(ii) Substitute Membership

Councillors Keith Budden (Substitute), Kathleen Graham (Substitute), Janet Hall (Substitute), Billy Hill (Substitute), David Kerr (Substitute), Ceri Mumford (Substitute) and Roger Sherlock (Substitute)

(iii) Queries regarding this Agenda

Please contact Peter Baines, Democratic Services, telephone 01524 582074 or e-mail pbaines@lancaster.gov.uk.

(iv) Changes to Membership, substitutions or apologies

Please contact Members' Secretary, telephone 582170, or alternatively email memberservices@lancaster.gov.uk.

MARK CULLINAN,
CHIEF EXECUTIVE,
TOWN HALL,
DALTON SQUARE,
LANCASTER LA1 1PJ

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