



**Committee:** PERSONNEL COMMITTEE  
**Date:** TUESDAY, 2<sup>ND</sup> FEBRUARY 2016  
**Venue:** LANCASTER TOWN HALL  
**Time:** 6.10 P.M.

## **A G E N D A**

1. **Apologies for absence**

2. **Minutes**

Minutes of meeting held on 29<sup>th</sup> October, 2015 (previously circulated).

3. **Declarations of Interest**

To receive declarations by Members of interests in respect of items on this Agenda.

Members are reminded that, in accordance with the Localism Act 2011, they are required to declare any disclosable pecuniary interests which have not already been declared in the Council's Register of Interests. (It is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting).

Whilst not a legal requirement, in accordance with Council Procedure Rule 10 and in the interests of clarity and transparency, Members should declare any disclosable pecuniary interests which they have already declared in the Register, at this point in the meeting.

In accordance with Part B Section 2 of the Code Of Conduct, Members are required to declare the existence and nature of any other interests as defined in paragraphs 8(1) or 9(2) of the Code of Conduct.

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

5. **HR Policy Development & Review** (Pages 1 - 104)

Report of the HR & OD Manager.

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

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

"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 it 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 item(s) 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 also whether the public interest in maintaining the exemption outweighs the public interest in disclosing the information. In considering their discretion Members should also be mindful of the advice of Council Officers.

7. **Environmental Services Minor Restructure** (Pages 105 - 109)

Report of the Chief Officer (Environment).

**ADMINISTRATIVE ARRANGEMENTS**

**(i) Membership**

Councillors Elizabeth Scott (Chairman), Lucy Atkinson (Vice-Chairman), Caroline Jackson, Ronnie Kershaw, Jane Parkinson, Sylvia Rogerson and David Smith

**(ii) Substitute Membership**

Councillors Alan Biddulph, Andrew Gardiner, Tim Hamilton-Cox, Abi Mills, Richard Newman-Thompson and Phillippa Williamson

**(iii) Queries regarding this Agenda**

Please contact Stephen Metcalfe, Democratic Services - telephone 01524 582073, or e-mail [sjmetcalfe@lancaster.gov.uk](mailto:sjmetcalfe@lancaster.gov.uk).

**(iv) Changes to Membership, substitutions or apologies**

Please contact Democratic Support, telephone 582170, or alternatively email [democraticsupport@lancaster.gov.uk](mailto:democraticsupport@lancaster.gov.uk).

MARK CULLINAN,  
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