



**Committee:** PERSONNEL COMMITTEE

**Date:** THURSDAY, 20<sup>TH</sup> SEPTEMBER 2018

**Venue:** LANCASTER TOWN HALL

**Time:** 6.10 P.M., OR AT THE RISE OF JCC, WHICHEVER IS THE LATER

## A G E N D A

1. **Apologies for absence**

2. **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 9 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.

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

4. **HR Policy Development and Review (Pages 1 - 58)**

Report of the HR Service Manager.

5. **Appointment to the Joint Consultative Committee on Health and Safety**

To appoint a Member of the Personnel Committee to the Joint Consultative Committee on Health and Safety.

## ADMINISTRATIVE ARRANGEMENTS

(i) **Membership**

Councillors Ronnie Kershaw (Chairman), Margaret Pattison (Vice-Chairman), Eileen Blamire, Claire Cozler, Caroline Jackson, Susan Sykes and Philippa Williamson

**(ii) Substitute Membership**

Councillors Amara Betts-Patel (Substitute), Rebecca Novell (Substitute), Jane Parkinson (Substitute), Sylvia Rogerson (Substitute) and David Whitaker (Substitute)

**(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).

SUSAN PARSONAGE,  
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