

**District Offices
College Heath Road
Mildenhall
Suffolk
IP28 7EY**

**For further
information on any of
the Part 1 items listed
below, please contact
Helen Hardinge
(01638) 719363**

**West Suffolk
House
Western Way
Bury St Edmunds
Suffolk
IP33 3YU**

WEST SUFFOLK JOINT STAFF CONSULTATIVE PANEL

Forest Heath District
Council
(Employers' Side)

Councillor S J Edwards
Councillor G Jaggard
Councillor T Simmons

Substitute Members:

Councillor W Hirst
Councillor N Williams

St Edmundsbury Borough
Council
(Employers' Side)

Councillor B Cockle
Councillor Mrs A Rushen
Councillor C Springett

Councillor Mrs R Hopfensperger
Councillor Mrs P Warby

Staff Representatives
(Employees' Side)

Lizzi Cocker
Howard Cook
Derek Heslop
Mark Johnson
Jane Orton
Craig Young

Dawn Goss

DATE: Monday, 29 October 2012

TIME: 3.00 pm -

**PLACE: Council Chamber, Forest Heath District Council, District Offices,
College Heath Road, Mildenhall**

**This meeting will be preceded at 2.30pm by the usual informal meeting
between the Elected Members of the Panel and the Staff Representatives.**

Interests - Declaration and Restriction on Participation

Members are reminded of their responsibility to declare any disclosable pecuniary interest not entered in the Authority's register or local non pecuniary interest which they have in any item of business on the agenda (subject to the exception for sensitive information) and to leave the meeting prior to discussion and voting on an item in which they have a disclosable pecuniary interest.

WHILST THESE AGENDA PAPERS ARE NOT COVERED BY THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985, IN RESPECT OF THOSE ITEMS WHICH ARE LISTED ON THE AGENDA AS CONTAINING EXEMPT/CONFIDENTIAL INFORMATION, MEMBERS OF THE PANEL ARE REQUESTED TO TREAT THEM AS SUCH

PART 1 AGENDA

1. Apologies
2. Substitutes
3. Election of Chairman for 2012/2013
*(Extract from the Panel's Terms of Reference:
"2.7 The Panel shall elect a Chairman and Vice-Chairman from its members. When the Chairman is a member of one side of the Panel, the Vice-Chairman shall be a member of the other side. The Chairman of the Panel shall be rotated on an annual basis between the Employees' and Employers' side. The Chairman of the meeting shall not have a casting vote.")*
4. Appointment of Vice-Chairman for 2012/2013
- VERBAL 5. Presentation on the Staff Survey Results
- VERBAL 6. Update on Progress on the Single Pay and Reward Strategy
(Following Reports to St Edmundsbury Borough Council's Cabinet on 12 September 2012 & Forest Heath District Council's Council on 17 October 2012)
- JSP12/001 7. Joint Forest Heath District Council and St Edmundsbury Borough Council Email And Internet Usage Policy
8. Any Other Business
9. Date of Next Meeting
*(Extract from the Panel's Terms of Reference:
"5.1 Meetings shall normally be held quarterly but, exceptionally, the Chairman may decide, after consultation with a Senior Human Resources Officer to convene an extraordinary meeting at any time or to cancel a scheduled meeting due to lack of business to transact. Meetings to alternate between a venue in SEBC and FHDC or as agreed by the Panel.")*

IAN GALLIN
Chief Executive
19 October 2012

If you require this information in another format or language, telephone Committee Section on 01638 719237 or email committees@forest-heath.gov.uk to discuss your needs.

W przypadku, gdyby niniejsza ulotka potrzebna była w innym formacie lub w innym języku prosimy o kontakt telefoniczny z Committee Section pod numerem 01638 719237 lub o kontakt przy pomocy poczty elektronicznej committees@forest-heath.gov.uk w celu omówienia swoich potrzeb.

Se desejar obter este folheto com formato diferente ou noutra língua, ligue para: Committee Section, tel: 01638 719237, ou envie um *e-mail* para: committees@forest-heath.gov.uk, a fim de discutir as suas necessidades.
