

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

**For further information
on any of the Part 1
items listed below,
please contact
Sharon Turner on
01638 719237**

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

WEST SUFFOLK JOINT STAFF CONSULTATIVE PANEL

***Membership subject to annual review by SEBC Cabinet on 20 May 2014 and by
FHDC Cabinet on 27 May 2014**

<u>Forest Heath District Council</u> (Employers' Side)	<u>St Edmundsbury Borough Council</u> (Employers' Side)	<u>Staff Representatives</u> (Employees' Side)
Councillor S J Edwards	Councillor B Cockle	Lizzi Cocker
Councillor G Jaggard	Councillor Mrs A Rushen	Mark Johnson
Councillor T Simmons	Councillor C Springett	Jane Orton
		Samantha Rackham
		Julie Roberts
		Vacancy
<u>Substitute Members:</u>		
Councillor W Hirst	Councillor Mrs R Hopfensperger	Dawn Goss
Councillor M J Jefferys	Councillor Mrs P Warby	Vacancy

DATE: Monday 2 June 2014

TIME: 3.00 pm - PLEASE NOTE TIME OF MEETING

**PLACE: Meeting Room GFR14, St Edmundsbury Borough Council, West
Suffolk House, Western Way, Bury St Edmunds**

**This meeting will be preceded at 2.30 pm by the usual pre-briefings for the
Employers' Side (Meeting Room GFR14) and the Employees' Side (Mayor's
Parlour)**

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 2014/2015 (*to be appointed from the Employees' Side*)

(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.")

*The Chairman and Vice Chairman for 2013/2014 were:
Councillor G Jaggard – Chairman (Employers' Side)
Mark Johnson – Vice Chairman (Employees' Side)*

4. Appointment of Vice Chairman for 2014/2015 (*to be appointed from the Employers' Side*)
5. To receive the schedule of recommendations from the meeting held on 16 January 2014 (attached)
6. West Suffolk Workforce Data – Presentation
7. Workforce Strategy for West Suffolk 2014 - 2018
8. West Suffolk Learning and Development Policy
9. West Suffolk Staff Survey – Presentation
10. Any Other Business
11. Proposed Date of Next Meeting – Monday 15 September 2014 – 3.00 pm – Forest Heath District Council

(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.")