

# West Suffolk Joint Staff Consultative Panel

Forest Heath & St Edmundsbury councils

**West Suffolk**  
working together

<b>Title:</b>	<b>Agenda</b>		
<b>Date:</b>	<b>Monday 25 July 2016</b>		
<b>Time:</b>	<b>3.00 pm</b>		
<b>Venue:</b>	<b>GFR13 West Suffolk House</b> Western Way Bury St Edmunds		
<b>Full Members:</b>	<u>St Edmundsbury Borough Council</u> (3) (Employers' Side)  Bob Cockle Clive Springett Patricia Warby	<u>Forest Heath District Council</u> (3) (Employers' Side)  Ruth Bowman Rona Burt Stephen Edwards	<u>Staff Representatives</u> (6) (Employees' Side)  Lizzi Cocker Mark Johnson Claire McKenna Jane Orton Julie Roberts Vacancy
<b>Substitutes:</b>	Carol Bull Beccy Hopfensperger	Brian Harvey Carol Lynch	Dawn Goss Vacancy
<b>The membership of this Panel needs not to be politically balanced.</b>			
<b>This meeting will be preceded at 2.30pm by the usual pre-briefings for the Employers' Side (GFR13) and the Employees' Side (Mayor's Parlour)</b>			
<b>Interests – Declaration and Restriction on Participation:</b>	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.		
<b>Quorum:</b>	Three Members; comprising a minimum of one SEBC Councillor, one FHDC Councillor and one Staff Representative		
<b>Committee administrator:</b>	<b>Helen Hardinge</b> Democratic Services Advisor <b>Tel:</b> 01638 719363 <b>Email:</b> <a href="mailto:helen.hardinge@westsuffolk.gov.uk">helen.hardinge@westsuffolk.gov.uk</a>		

## Procedural Matters

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

### Part 1

**1. Election of Chairman for 2016/2017**

*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 2015/2016 were:*

*Councillor Patricia Warby – Chairman (Employers' Side)*

*Mark Johnson – Vice Chairman (Employees' Side)*

**2. Election of Vice Chairman for 2016/2017**

*To be appointed from the **Employer's Side***

**3. Apologies for Absence**

**4. Substitutes**

**5. Minutes**

**1 - 4**

To confirm the minutes of the meeting held on 18 January 2016 (copy attached).

**6. Human Resources Policies**

**5 - 48**

Report No: **JSP/JT/16/003**

**7. Workforce Data**

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