

West Suffolk Joint Staff Consultative Panel

Forest Heath & St Edmundsbury councils

West Suffolk
working together

Title:	Agenda						
Date:	Monday 24 September 2018						
Time:	3.00 pm						
Venue:	Council Chamber District Offices Mildenhall						
Full Members:	<p style="text-align: center;">Chairman To be appointed Vice Chairman To be appointed</p> <table style="width: 100%; border: none;"> <thead> <tr> <th style="text-align: left;"><i>Forest Heath District Council (3) (Employers' Side)</i></th> <th style="text-align: left;"><i>St Edmundsbury Borough Council (3) (Employers' Side)</i></th> <th style="text-align: left;"><i>Staff Representatives (6) (Employees' Side)</i></th> </tr> </thead> <tbody> <tr> <td>Ruth Bowman J.P. Rona Burt Stephen Edwards</td> <td>David Nettleton Clive Springett Patricia Warby</td> <td>Lizzi Cocker Mark Johnson Claire McKenna Jane Orton Julie Roberts Vacancy</td> </tr> </tbody> </table>	<i>Forest Heath District Council (3) (Employers' Side)</i>	<i>St Edmundsbury Borough Council (3) (Employers' Side)</i>	<i>Staff Representatives (6) (Employees' Side)</i>	Ruth Bowman J.P. Rona Burt Stephen Edwards	David Nettleton Clive Springett Patricia Warby	Lizzi Cocker Mark Johnson Claire McKenna Jane Orton Julie Roberts Vacancy
<i>Forest Heath District Council (3) (Employers' Side)</i>	<i>St Edmundsbury Borough Council (3) (Employers' Side)</i>	<i>Staff Representatives (6) (Employees' Side)</i>					
Ruth Bowman J.P. Rona Burt Stephen Edwards	David Nettleton Clive Springett Patricia Warby	Lizzi Cocker Mark Johnson Claire McKenna Jane Orton Julie Roberts Vacancy					
Substitutes:	Dawn Goss Vacancy						
The membership of this Panel needs not to be politically balanced.							
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.						
Quorum:	Four Members; comprising a minimum of one SEBC Councillor, one FHDC Councillor and two Staff Representatives						
Committee administrator:	Emma Barrett Administration Support (Democratic Services) Tel: 01284 757022 Email: emma.barrett@westsuffolk.gov.uk						

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. Apologies for Absence

2. Substitutes

3. Election of Chairman: 2018/2019

The approved Terms of Reference for the West Suffolk Joint Staff Consultative Panel, requires that Chairmanship of the Panel shall alternate between the Employers' and Employees' sides. When the Chairman is a Member of one side of the Panel, the Vice-Chairman shall be a Member of the other side.

In 2018/2019, a Chairman is required to be elected from the Employees' Side.

The Panel is requested to **ELECT** a Chairman in accordance with this arrangement.

4. Appointment of Vice-Chairman: 2018/2019

The approved Terms of Reference for the West Suffolk Joint Staff Consultative Panel requires that Vice-Chairmanship of the Panel shall alternate between the Employers' and Employees' side.

As the Chairman of the Panel shall be from the Employees' side, in 2018/2019, a Vice-Chairman is required to be appointed from the Employers' Side.

The Panel is requested to **APPOINT** a Vice-Chairman in accordance with this arrangement.

5. Minutes

To confirm the minutes of the meeting held on 29 January 2018 (copy attached).

6. Unison Meeting Structure

The Service Manager (Human Resources and Organisational Development) to give a verbal report.

7. West Suffolk Workforce Development Annual Report 2017-2018 **5 - 22**

Report No: **JSP/JT/18/003**

8. Single Council Update

The Service Manager (Human Resources and Organisational Development) to give a verbal report.

9. Workforce Strategy Update

The Service Manager (Human Resources and Organisational Development) to give a verbal report.

10. Any Other Business