

Extraordinary Staff Consultative Panel



Title:	Agenda																				
Date:	Monday 23 March 2020																				
Time:	3.00 pm																				
Venue:	Room GFR-12 West Suffolk House Western Way Bury St Edmunds																				
Full Members:	<p style="text-align: right;">Chair David Nettleton (Employer's Side)</p> <p style="text-align: right;">Vice Chair Mark Johnson (Employees' Side)</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;"><u>West Suffolk Council</u></td> <td style="width: 33%;"><u>Staff</u></td> <td style="width: 33%;"></td> </tr> <tr> <td><u>(7)</u></td> <td><u>Representatives (7)</u></td> <td></td> </tr> <tr> <td><u>(Employer's Side)</u></td> <td><u>(Employees' Side)</u></td> <td></td> </tr> </table> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;"><u>Conservative Group (5)</u></td> <td style="width: 33%;"> Carol Bull John Griffiths James Lay David Nettleton Clive Springett </td> <td style="width: 33%;"> Lizzi Cocker Mark Johnson Penelope Mills Jane Orton Julie Roberts Richard Smith (Vacancy) </td> </tr> <tr> <td><u>The Independent Group (1)</u></td> <td>Ian Shipp</td> <td></td> </tr> <tr> <td><u>Labour Group (1)</u></td> <td>David Smith</td> <td></td> </tr> </table>			<u>West Suffolk Council</u>	<u>Staff</u>		<u>(7)</u>	<u>Representatives (7)</u>		<u>(Employer's Side)</u>	<u>(Employees' Side)</u>		<u>Conservative Group (5)</u>	Carol Bull John Griffiths James Lay David Nettleton Clive Springett	Lizzi Cocker Mark Johnson Penelope Mills Jane Orton Julie Roberts Richard Smith (Vacancy)	<u>The Independent Group (1)</u>	Ian Shipp		<u>Labour Group (1)</u>	David Smith	
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<u>The Independent Group (1)</u>	Ian Shipp																				
<u>Labour Group (1)</u>	David Smith																				
Substitutes:	<u>Conservative Group (1)</u>	Sara Mildmay-White	Oliver Ingwall-King (Vacancy)																		
	<u>The Independent Group (1)</u>	Andy Neal																			
	<u>Labour Group (1)</u>	Cliff Waterman																			
<p>Note: This Panel is not governed by the normal Access to Information rules (The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012) in the Council. Therefore these meetings are not open to attendance by the public.</p>																					
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 at least two employee representatives and two Members of the Council.
Committee administrator:	Sharon Turner Democratic Services Officer Tel: 01638 719237 Email: sharon.turner@westsuffolk.gov.uk

Agenda

Note: Whilst these agenda papers are not covered by the normal Access to Information Rules (see agenda front), where items are listed as containing exempt/confidential information, members of the Panel are requested to treat them as such.

1. Substitutes

Any member (which includes councillors and staff representatives) who is substituting for another member should so indicate, together with the name of the relevant absent member.

2. Apologies for Absence

3. Minutes

1 - 6

To confirm the minutes of the meeting held on 4 November 2019 (attached)

4. Employee Assistance Programme and Health and Wellbeing Initiatives

7 - 10

Briefing Note attached.

5. Apprentices and Interns Update

11 - 12

Briefing Note attached.

6. West Suffolk Pay Policy Statement 2020/2021 - Update

Update on the West Suffolk Pay Policy Statement 2020/2021, prior to being presented to Council on 31 March 2020 for approval

7. Workforce SWOT Analysis

13 - 14

Verbal briefing regarding the purpose of the SWOT analysis, the Council's approach and the next steps (SWOT analysis attached)

8. West Suffolk Workforce Data Headlines

An update to be provided on the latest information on the West Suffolk Workforce Data.

9. Dates of Future Meetings

The following dates for future meetings of the Panel are listed below. All dates are Mondays starting at 3.00 pm and will be held at the venue as indicated:

- Monday 20 July 2020 at College Heath Road, Mildenhall
- Monday 9 November 2020 at West Suffolk House, Bury St Edmunds
- Monday 29 March 2020 at College Heath Road, Mildenhall