

Date of issue: 15<sup>th</sup> January 2014

<b>MEETING</b>	<b>EMPLOYMENT &amp; APPEALS COMMITTEE</b> (Councillors Rasib (Chair), Plenty, Brooker, Chohan, Coad, Davis, A S Dhaliwal, S K Dhaliwal and Sharif)
<b>DATE AND TIME:</b>	THURSDAY, 23RD JANUARY, 2014 AT 6.30 PM
<b>VENUE:</b>	MEETING ROOM 2, CHALVEY COMMUNITY CENTRE, THE GREEN, CHALVEY, SLOUGH, SL1 2SP
<b>DEMOCRATIC SERVICES OFFICER: (for all enquiries)</b>	GREG O'BRIEN 01753 875013

NOTICE OF MEETING

You are requested to attend the above Meeting at the time and date indicated to deal with the business set out in the following agenda.



**RUTH BAGLEY**  
Chief Executive

AGENDA

PART 1

<u>AGENDA ITEM</u>	<u>REPORT TITLE</u>	<u>PAGE</u>	<u>WARD</u>
	Apologies for absence.		
	<b>CONSTITUTIONAL MATTERS</b>		
1.	Declarations of Interest		

**AGENDA**  
**ITEM**

**REPORT TITLE**

**PAGE**

**WARD**

*All Members who believe they have a Disclosable Pecuniary or other Pecuniary or non pecuniary Interest in any matter to be considered at the meeting must declare that interest and, having regard to the circumstances described in Section 3 paragraphs 3.25 – 3.27 of the Councillors' Code of Conduct, leave the meeting while the matter is discussed, save for exercising any right to speak in accordance with Paragraph 3.28 of the Code.*

*The Chair will ask Members to confirm that they do not have a declarable interest.*

*All Members making a declaration will be required to complete a Declaration of Interests at Meetings form detailing the nature of their interest.*

- |    |                                                    |       |
|----|----------------------------------------------------|-------|
| 2. | Minutes of the Meeting held on 12th September 2013 | 1 - 6 |
|----|----------------------------------------------------|-------|

**SERVICE ISSUES**

- |    |                                                                             |           |
|----|-----------------------------------------------------------------------------|-----------|
| 3. | Reducing Sickness Absence - Performance Update                              | 7 - 10    |
| 4. | Temporary Agency Staff - progress on Implementation and Baseline Monitoring | 11 - 18   |
| 5. | Workforce Strategy - Fit for the Future                                     | To Follow |
| 6. | Approach to Business Change /Keeping Staff Motivated and Committed          | To Follow |
| 7. | Human Resources Statistics                                                  | 19 - 22   |
| 8. | Attendance Record                                                           | 23 - 24   |
| 9. | Date of Next Meeting                                                        |           |

7<sup>th</sup> April 2014

Press and Public

You are welcome to attend this meeting which is open to the press and public, as an observer. You will however be asked to leave before the Committee considers any items in the Part II agenda. Special facilities may be made available for disabled or non-English speaking persons. Please contact the Democratic Services Officer shown above for further details.

