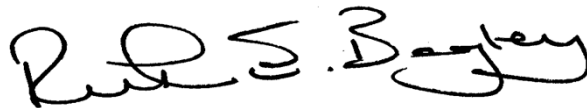


Date of issue: 13th January 2016

MEETING	EMPLOYMENT & APPEALS COMMITTEE (Councillors Brooker (Chair), N Holledge, Arvind Dhaliwal, M Holledge, Morris, Plenty, Sharif, Smith and Zarait)
DATE AND TIME:	THURSDAY, 21ST JANUARY, 2016 AT 6.30 PM
VENUE:	VENUS SUITE 3, ST MARTINS PLACE, 51 BATH ROAD, SLOUGH, BERKSHIRE, SL1 3UF
DEMOCRATIC SERVICES OFFICER: (for all enquiries)	NEIL FRASER 01753 875015

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>LEAD</u>
	Apologies for absence.		
1.	Declarations of Interest		

*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 20th October 2015	1 - 8	
3.	Staff Smoke Free Policy & Procedure	9 - 18	Surjit Nagra
4.	Pay Policy Statement For The Year 2016/17	19 - 28	Christina Hefferon
5.	Living Wage, National Living Wage and Pay Award 2016/17 and 2017/18	29 - 32	Christina Hefferon
6.	Pension Scheme Discretions	35 - 36	Christina Hefferon
7.	Staff Wellbeing Update	37 - 64	Surjit Nagra
8.	Matrix Contract Report	To Follow	Roger Parkin
9.	Member's Attendance Record	65 - 66	
10.	Date of Next Meeting		

Wednesday, 6th April 2016

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. Please contact the Democratic Services Officer shown above for further details.

The Council allows the filming, recording and photographing at its meetings that are open to the public. Anyone proposing to film, record or take photographs of a meeting is requested to advise the Democratic Services Officer before the start of the meeting. Filming or recording must be overt and persons filming should not move around the meeting room whilst filming nor should they obstruct proceedings or the public from viewing the meeting. The use of flash photography, additional lighting or any non hand held devices, including tripods, will not be allowed unless this has been discussed with the Democratic Services Officer.

