

# Employment Committee

## 10 September 2018



**Time and venue:**

**10.00 am in the Telscombe Room - Southover House, Lewes**

**Membership:**

**Councillor Elayne Merry (Chair); Councillors Mike Chartier, Paul Franklin, Stephen Gauntlett and Robbie Robertson**

**Quorum: 3**

*Published: Thursday, 30 August 2018*

## Agenda

**1 Minutes (Pages 1 - 6)**

To confirm and sign the minutes of the previous meeting held on 18 June 2018 (attached herewith).

**2 Apologies for absence/declaration of substitute members**

**3 Declarations of interest**

Disclosure by councillors of personal interests in matters on the agenda, the nature of any interest and whether the councillor regards the interest as prejudicial under the terms of the Code of Conduct.

**4 Urgent items**

Items not on the agenda which the Chair of the meeting is of the opinion should be considered as a matter of urgency by reason of special circumstances as defined in Section 100B(4)(b) of the Local Government Act 1972.

**5 Written questions from councillors**

To deal with written questions from councillors pursuant to Council Procedure Rule 12.3 (page D8 of the Constitution).

**6 Update on the Joint Transformation Programme**

Verbal update by Assistant Director of Human Resources and Transformation.

**7 Sickness Report (Pages 7 - 16)**

Report of Head of Human Resources

**8 Dignity at Work Policy (Pages 17 - 48)**

Report of Head of Human Resources

**9 Agile Working Policy (Pages 49 - 84)**

Report of Head of Human Resources

**10 Exclusion of the public and press**

To consider, under Section 100(A) of the Local Government Act 1972 (as amended), excluding the public and press from the meeting during the discussion of Items 11 and 12 on this agenda as there are likely to be disclosures of exempt information as defined in paragraphs 1, 2 and 4 of Part 1 of Schedule 12A of the Act.

**11 Consideration of matters raised by the employees' side**

To consider any matters raised by the employees' side in respect of the items on this agenda.

**12 Consideration of health and safety matters raised by the employees' side**

To consider any matters raised by the employees' side in respect of health and safety.

**13 Date of next meeting**

To note that the next meeting of the Employment Committee is scheduled to be held on Monday, 3 December 2018 in the Ditchling Room, Southover House, Southover Road, Lewes, BN7 1AB, commencing at 10:00am.

## Information for the public

**Accessibility:** Please note that the venue for this meeting is wheelchair accessible and has an induction loop to help people who are hearing impaired. This agenda and accompanying reports are published on the Council's website in PDF format which means you can use the "read out loud" facility of Adobe Acrobat Reader.

**Filming/Recording:** This meeting may be filmed, recorded or broadcast by any person or organisation. Anyone wishing to film or record must notify the Chair prior to the start of the meeting. Members of the public attending the meeting are deemed to have consented to be filmed or recorded, as liability for this is not within the Council's control.

**Public participation:** Please contact Democratic Services (see end of agenda) for the relevant deadlines for registering to speak on a matter which is listed on the agenda if applicable.

## Information for councillors

**Disclosure of interests:** Members should declare their interest in a matter at the beginning of the meeting.

In the case of a disclosable pecuniary interest (DPI), if the interest is not registered (nor the subject of a pending notification) details of the nature of the interest must be reported to the meeting by the member and subsequently notified in writing to the Monitoring Officer within 28 days.

If a member has a DPI or other prejudicial interest he/she must leave the room when the matter is being considered (unless he/she has obtained a dispensation).

**Councillor right of address:** A member of the Council may ask the Leader, a Cabinet Member or the Chair of a committee or sub-committee any question without notice upon an item of the report of the Cabinet or a committee or subcommittee when that item is being received or under consideration by the Council.

A member of the Council may ask the Chair of a committee or sub-committee a question on any matter in relation to which the Council has powers or duties or which affect the District and which falls within the terms of reference of that committee or subcommittee.

A member must give notice of the question to the Head of Democratic Services in writing or by electronic mail no later than close of business on the fourth working day before the meeting at which the question is to be asked.

# Democratic Services

For any further queries regarding this agenda or notification of apologies please contact Democratic Services.

**Email:** [committees@lewes-eastbourne.gov.uk](mailto:committees@lewes-eastbourne.gov.uk)

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