



## Lewes District Council

### To all Members of the Employment Committee

A meeting of the **Employment Committee** will be held in the **Telscombe Room, Southover House, Southover Road, Lewes** on **Monday, 07 December 2015** at **10:00** which you are requested to attend.

Please note the venue for this meeting which is wheelchair accessible and has an induction loop to help people who are hearing impaired.

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.

24/11/2015

Catherine Knight  
Assistant Director - Corporate Services

### Agenda

- 1 Appointment of Committee Member**  
To confirm the appointment of Councillor J Peterson to the Employment Committee. Councillor Peterson replaces Councillor Nicholson.
- 2 Election of Chair**  
To elect a Chair of the Committee for the remainder of the municipal year
- 3 Minutes**  
To confirm and sign the Minutes of the Meeting of the Employment Committee dated 14 September 2015 (copy previously circulated).
- 4 Apologies for Absence**
- 5 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

- 6 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
- 7 Updated Code of Conduct Policy (page 4)**  
To consider the Report of the HR Manager (Report No 174/15).
- 8 Sickness Report - Report (Page 20)**  
To receive the Report of the HR Manager (Report No 175/15)
- 9 Accidents to Staff from April to October 2015 (Page 33)**  
To receive the Report of the Health and Safety Officer (Report No 176/15)
- 10 Joint Health and Safety Forum Activities from January to November 2015 (Page 42)**  
To receive the Report of the Health and Safety Officer (Report No 177/15)
- 11 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 12 and 13 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
- 12 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
- 13 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
- 14 Date of Next Meeting**  
To note that the next meeting of the Employment Committee is scheduled to be held on Monday , 7 March 2016 in the Telscombe Room, Southover House, Southover Road, Lewes commencing at 10am

For further information about items appearing on this Agenda, please contact Ruby Brittle at Southover House, Southover Road, Lewes, East Sussex BN7 1AB. Telephone 01273 471600

**Distribution:**

Councillors: T Nicholson, E Merry, S Gauntlett, P Franklin, A Lambert

Employees' Side: Mr M Connolly, Mrs S Harvey, Mrs L Plant and Mr G Purdye