

RIBBLE VALLEY BOROUGH COUNCIL

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Dear Councillor

The next meeting of the **PERSONNEL COMMITTEE** is at **6.30pm** on **WEDNESDAY, 18 JANUARY 2012** in the **TOWN HALL, CHURCH STREET, CLITHEROE.**

Please note, prior to Committee, there will be the first of our twice-yearly meetings with the Unions starting at 6pm.

I do hope you will be there.

Yours sincerely

CHIEF EXECUTIVE

To: Committee members (Copy for information to all other members of the Council)
Directors

AGENDA

Part I – items of business to be discussed in public

1. Apologies for absence.
- ✓ 2. To approve the minutes of the last meeting held on 16 November 2011 – copy enclosed.
3. Declarations of interest (if any).
4. Public Participation (if any).
5. References from Overview and Scrutiny Committee (if any).
- ✓ 6. The Localism Act 2011 – Pay Policy Statement – report of Head of HR – copy enclosed.

Part II – Items of business **not** to be discussed in public

7. Reports from Representatives on Outside Bodies:
 - (a) Verbal report of Chairman on Local Government National Pay Negotiations Roadshow.
- ✓ 8. Re-structure – Updated Establishment List – report of Head of HR – copy enclosed.
- ✓ 9. Update on Fixed Term Contracts – report of Personnel Officer (LR) – copy enclosed
- ✓ 10. Annual Analysis of Exit Interviews – report of Personnel Officer (JS) – copy enclosed.
- ✓ 11. Training Report – report of Personnel Officer (JS) – copy enclosed.
- ✓ 12. Appointments and Resignations – report of Personnel Officer (LR) – copy enclosed.