

# RIBBLE VALLEY BOROUGH COUNCIL

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please ask for: MICHELLE SMITH  
direct line: 01200 414402  
e-mail: michelle.smith@ribblevalley.gov.uk  
my ref: MS/EL  
your ref:  
date: 3 September 2012

Council Offices  
Church Walk  
CLITHEROE  
Lancashire BB7 2RA

Switchboard: 01200 425111  
Fax: 01200 414488  
DX: Clitheroe 15157  
www.ribblevalley.gov.uk

Dear Councillor

The next meeting of the **PERSONNEL COMMITTEE** is at **6.30pm** on **WEDNESDAY, 12 SEPTEMBER 2012** in **TOWN HALL, CHURCH STREET, CLITHEROE.**

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 – copy enclosed.
3. Declarations of interest (if any).
4. Public Participation.
5. Reports from Representatives on Outside Bodies (if any)
- ✓ 6. Annual Review of Recruitment Advertising – report of Personnel Officer (LR) – copy enclosed.
- ✓ 7. Equalities Act 2010 Workforce Data – report of Head of HR – copy enclosed.
- ✓ 8. Local Government Pensions Scheme (LGPS) proposals - report of Head of HR – copy enclosed.

- ✓ 9. Amendment to Staff Code of Conduct – report of Head of HR – copy enclosed.

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

- ✓ 10. Establishment update – report of Head of HR – copy enclosed.
- ✓ 11. Request for Extended Unpaid Leave – report of Director of Community Services – copy enclosed.
- ✓ 12. Training Report – report of Personnel Officer (JS) – copy enclosed.
- ✓ 13. Appointments and Resignations – report of Personnel Officer (LR) – copy enclosed.
- 14. Staff Suspension – verbal report of the Chief Executive.