

RIBBLE VALLEY BOROUGH COUNCIL

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Dear Councillor

The next meeting of the **PERSONNEL COMMITTEE** is at **6.30pm** on **WEDNESDAY, 17 MARCH 2010** 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. Training Report – report of Personnel Officer (JS) – copy enclosed.
- ✓ 6. HR Service Plan – report of HR Manager – copy enclosed.
- ✓ 7. Workforce Plan – report of HR Manager – copy enclosed.
- ✓ 8. Review of Job Share Scheme – report of Personnel Officer (LR) – copy enclosed. (THIS ITEM IS NOW IN PART II)
- ✓ 9. Annual analysis of Staff Training – report of Personnel Officer (JS) – copy enclosed.

- ✓ 10. Future Jobs Fund – report of Regeneration Projects Officer – copy enclosed.
- ✓ 11. Staff Profile – report of Personnel Officer (LR) – copy enclosed.

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

- 12. Reports from representatives on outside bodies (if any).
- ✓ 13. Return to Work Interviews – report of HR Manager – copy enclosed.
- ✓ 14. Chief Officer Salary Survey – report of HR Manager – copy enclosed.
- ✓ 15. Equal Pay update – report of HR Manager – copy enclosed.
- ✓ 16. Appointments and Resignations – report of Personnel Officer (LR) – copy enclosed.
- ✓ 8. Review of Job Share Scheme – report of Personnel Officer (LR) – copy enclosed.