

Joint Staff Employer Forum

Chair: Councillor Ward
Executive Councillor for Customer Services & Resources:
Rod Cantrill



To: Councillors Bradnack, Downham, C Rosenstiel, Shah, Smart (Vice Chair), Ward (Chair)
Alternate: Blackhurst
Unison (Liz Brennan), GMB (Kevin Roberts).

Despatched and placed on deposit on Tuesday 13 March 2007.

Date: Tuesday 20 March 2007
Time: 5.00 pm
Place: Committee Room 1
Contact: Liz Whitcher
Telephone 01223 457015
E-mail liz.whitcher@cambridge.gov.uk

Agenda

- MINUTES**
To confirm the minutes of the meeting held on 11 January 2007 as a correct record.
- MATTERS ARISING FROM THE MINUTES**
Members are requested to contact the Head of Human Resources or Committee Manager prior to the meeting with any issue they wish to raise.
- APOLOGIES FOR ABSENCE**
- DECLARATIONS OF INTEREST**
Members are asked to declare at this stage any interests which they may have in any of the following items on the agenda. If any member is unsure whether or not they should declare an interest on a particular matter, they are requested to seek advice from the Head of Legal & Democratic Services before the meeting.

5. **PUBLIC QUESTION TIME** – see below for detail of the scheme and other public information.

6. **OFFICE ACCOMODATION STRATEGY** (Officer contact: Jackie Foglietta, Head of Human Resources, tel. 01223 458101)

The Strategy was approved by the Executive Councillor for Customer Services and Resources on 16 January 2007. It is attached for the information of the Forum. Forum members may wish to note particularly paras 2.2.4 - 2.2.6, about new ways of working, and section 3, which deals with improvements to accommodation and facilities for staff. This is backed up by £25,000 in the Capital Plan (approved at Council on 22 February) in each of 2008/9, 2009/10 and 2010/11 for improvements to administrative buildings. It is intended that the Strategy will be reviewed annually.

7. **GREEN TRAVEL** (Officer contact: Jackie Foglietta, Head of Human Resources, tel. 01223 458101) (suggested by Cllr Bradnack) – Report to follow.

8. **THE COUNCIL'S EQUALITY DUTY** – including Employer's Duty (suggested by Cllr Downham)

9. **CUSTOMER ACCESS STRATEGY NEGOTIATIONS** – oral update by Jackie Foglietta (suggested by Cllrs Smart and Cantrill)

Information for the public

You are welcome to attend this meeting as an observer, although it may be necessary to ask you to leave the room during the discussion of matters which are described as confidential on the agenda.

You can ask questions on an issue included on the agenda above, or on an issue which is within this committee's powers. If you wish to ask a question related to an agenda item contact the committee officer (listed above under 'contact') **before the meeting starts**. If you wish to ask a question on a matter not included on this agenda, please contact the committee officer by 10.00am the working day before the meeting. Further details concerning the right to speak at committee can be obtained from the committee section.

Emergency Evacuation In the event of a fire or other emergency you will hear a continuous ringing alarm. You should leave the building by the nearest exit and proceed to the assembly point in St Mary's Passage on the left hand side of Great St Mary's churchyard.

Do not attempt to use the lifts. Do not attempt to re enter the building until given the all clear by a member of the City Council Staff. City Council staff will provide assistance with leaving the building.