

JOINT STAFF EMPLOYER FORUM

Chair: Councillor Catherine Smart
Executive Councillor for Customer Services & Resources:
Neil McGovern



To: Councillors Smart (Chair), Bick (Vice-Chair), Dryden, Pitt, Shah and Todd-Jones
Alternate : Councillor Simon Kightley

Unison (Liz Brennan) and GMB (Kevin Roberts)

Despatched: Tuesday, 9 November 2010

Date: Wednesday, 17 November 2010

Time: 5.30 pm

Place: Committee Room 2 - Guildhall

Contact James Goddard

01223 457015

AGENDA

1 APOLOGIES FOR ABSENCE

2 MINUTES *(Pages 1 - 4)*

To confirm the minutes of the meeting held on 20 April 2010 as a correct record. *(Pages 1 - 4)*

3 MATTERS ARISING FROM THE MINUTES

Members are requested to contact the Head of Human Resources or Committee Manager prior to the meeting with any issues they wish to raise.

4 DECLARATIONS OF INTEREST

Members are asked to declare at this stage any interests that 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 OPTION TO EXCLUDE THE PUBLIC

Written/oral report TBC – expect oral

7 ACTION PLAN POST INVESTORS IN PEOPLE ASSESSMENT *(Pages 5 - 8)*

8 PARTNERSHIP AGREEMENT

Oral Update

9 PROCUREMENT AGREEMENT

Oral update

10 COMMITTEE DATES 2011-12

Proposed future dates are:

- 8 February 2011
- 19 April 2011
- 23 August 2011
- 16 November 2011
- 7 February 2012
- 24 April 2012
- 21 August 2012
- 14 November 2012

Information for the public

Public attendance

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

Public Speaking

You can ask questions on an issue included on either agenda above, or on an issue which is within this committee's powers. Questions can only be asked during the slot on the agenda for this at the beginning of the meeting, not later on when an issue is under discussion by the committee.

Filming, recording and photography at council meetings is allowed subject to certain restrictions and prior agreement from the chair of the meeting.

Requests to film, record or photograph, whether from a media organisation or a member of the public, must be made to the democratic services manager at least three working days before the meeting.

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.

Fire Alarm

In the event of the fire alarm sounding (which is a continuous ringing sound), you should pick up your possessions and leave the building by the route you came in. Once clear of the building, you should assemble on the pavement opposite the main entrance to the Guildhall and await further instructions. If your escape route or the assembly area is unsafe, you will be directed to safe areas by a member of Cambridge City Council staff.