

RIBBLE VALLEY BOROUGH COUNCIL

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Dear Councillor

The next meeting of the **PERSONNEL COMMITTEE** is at **6.30pm** on **WEDNESDAY, 24 MAY 2017** in the **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 held on 22 March 2017 – copy enclosed.
3. Declarations of Pecuniary and Non-Pecuniary Interests (if any).
4. Public Participation (if any).
5. Reports from Representatives on Outside Bodies (if any).
6. Introduction to Personnel Committee – verbal report of Head of HR.

FOR INFORMATION

- ✓ 7. Annual Overview/Health and Safety – report of Director of Resources – copy enclosed.
- ✓ 8. Gender Pay Gap Reporting – report of Director of Resources – copy enclosed.

FOR DECISION

- ✓ 9. Member Training Update – report of Director of Resources – copy enclosed.

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

FOR INFORMATION

- ✓ 10. Annual Absence Management Update – report of Director of Resources – copy enclosed.
- ✓ 11. Annual Report on Staff Turnover – report of Director of Resources – copy enclosed.
- ✓ 12. Training Report – report of Director of Resources – copy enclosed.

FOR DECISION

- ✓ 13. Appointments and Resignations – report of Director of Resources – copy enclosed.