

Date of issue: Monday, 12 June 2017

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| MEETING | EMPLOYMENT & APPEALS COMMITTEE (Councillors Sarfraz (Chair), N Holledge (Vice-Chair), Bains, Bedi, Brooker, M Holledge, Qaseem, R Sandhu and Sharif) |
| DATE AND TIME: | TUESDAY, 20TH JUNE, 2017 AT 6.30 PM |
| VENUE: | VENUS SUITE 2, ST MARTINS PLACE, 51 BATH ROAD, SLOUGH, BERKSHIRE, SL1 3UF |
| DEMOCRATIC SERVICES OFFICER: (for all enquiries) | NADIA WILLIAMS 01753 875015 |

NOTICE OF MEETING

You are requested to attend the above Meeting at the time and date indicated to deal with the business set out in the following agenda.



ROGER PARKIN
Interim Chief Executive

AGENDA

PART 1

| <u>AGENDA</u> <u>ITEM</u> | <u>REPORT TITLE</u> | <u>PAGE</u> | <u>WARD</u> |
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Apologies for absence.

1. Declarations of Interest

All Members who believe they have a Disclosable Pecuniary or other Pecuniary or non pecuniary Interest in any matter to be considered at the meeting must declare that interest and, having regard to the circumstances described in Section 3 paragraphs 3.25 – 3.27 of the Councillors' Code of Conduct, leave the meeting while the



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matter is discussed, save for exercising any right to speak in accordance with Paragraph 3.28 of the Code.

The Chair will ask Members to confirm that they do not have a declarable interest.

All Members making a declaration will be required to complete a Declaration of Interests at Meetings form detailing the nature of their interest.

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| 2. | Minutes of the Meeting held on 12th April 2017 | 1 - 6 | - |
| 3. | Temporary Agency Staff Progress on Implementation and Baseline Monitoring | 7 - 12 | All |
| 4. | Smart Working Policy and Procedure | 13 - 52 | All |
| 5. | Family Leave Policies and Procedures | 53 - 80 | All |
| | i) Maternity Leave | | |
| | ii) Paternity Leave | | |
| | iii) Parental Leave | | |
| 6. | Fleet Challenge - Pool Electric Car and E-Bike (Pilot Scheme) | 81 - 108 | All |
| 7. | Appointment of Appeals Sub-Committee | 109 - 112 | All |
| 8. | Members' Attendance Record | 113 - 114 | All |
| 9. | Date of Next Meeting - 24th October 2017 | | |
| 10. | Exclusion of Press and Public | | |

It is recommended that the Press and Public be excluded from the meeting during consideration of the item in Part 2 of the Agenda, as it involves the likely disclosure of exempt information relating to individuals as defined in Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972 (amended).

PART II

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| 11. | Proposed Senior Management Review | 115 - 120 | All |
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Press and Public

You are welcome to attend this meeting which is open to the press and public, as an observer. You will however be asked to leave before the Committee considers any items in the Part II agenda. Please contact the Democratic Services Officer shown above for further details.

The Council allows the filming, recording and photographing at its meetings that are open to the public. By entering the meeting room and using the public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings. Anyone proposing to film, record or take photographs of a meeting is requested to advise the Democratic Services Officer before the start of the meeting. Filming or recording must be overt and persons filming should not move around the meeting room whilst filming nor should they obstruct proceedings or the public from viewing the meeting. The use of flash photography, additional lighting or any non hand held devices, including tripods, will not be allowed unless this has been discussed with the Democratic Services Officer.