

Notice of Meeting

Personnel Committee

Friday, 2nd July 2010 at 2.00pm
in the Members' Board Room Council
Offices Market Street Newbury

Date of despatch of Agenda: Thursday, 24 June 2010

For further information about this Agenda, or to inspect any background documents referred to in Part I reports, please contact Moira Fraser on (01635) 519045
e-mail: mfraser@westberks.gov.uk

Further information and Minutes are also available on the Council's website at
www.westberks.gov.uk



WestBerkshire
C O U N C I L

To: Councillors Paul Bryant (Chairman), Adrian Edwards, Tony Linden, Keith Lock (Vice-Chairman) and Quentin Webb

Substitutes: Councillors Brian Bedwell, Mollie Lock, Andrew Rowles and Julian Swift-Hook

Agenda

Part I

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1. **Apologies for Absence**
To receive apologies for inability to attend the meeting (if any).
2. **Minutes** 1 - 4
To approve as a correct record the Minutes of the meetings of the Committee held on 11 May 2010 and 28 May 2010.
3. **Declarations of Interest**
To receive any declarations of interest from Members.
4. **Fire, Legionella and Asbestos Policy** 5 - 56
Purpose: To set out policies and procedures for the management of asbestos, legionella and arson to support the role of the Responsible Person
5. **Date of Next Meeting**

Andy Day
Head of Policy and Communication

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If you require this information in a different format, such as audio tape, or in another language, please ask an English speaker to contact Moira Fraser on telephone (01635) 519045, who will be able to help.

