

Notice of Meeting

Personnel Committee

Friday, 12th November, 2010 at 2.00 pm
in Committee Room 1 Council Offices
Market Street Newbury

Date of despatch of Agenda: Thursday, 4 November 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

Page No.

1. **Apologies for Absence**
To receive apologies for inability to attend the meeting (if any).
2. **Minutes**
To approve as a correct record the Minutes of the meeting of the Committee held on 17th September 2010.
3. **Declarations of Interest**
To receive any declarations of interest from Members.

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Items for Information

4. **Transport / Fleet / Driver Risk Management Policy**
This Item is for Information.
5. **Demonstration of the HR System**
6. **Update on progress made with HR Policies**
7. **Date of Next Meeting**
To decide a date when the Personnel Committee should next meet.

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Verbal
Report
Verbal
Report

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.

