



# **WOKINGHAM BOROUGH COUNCIL**

A Meeting of the **PERSONNEL BOARD** will be held in  
David Hicks 2 - Civic Offices on **WEDNESDAY 5  
SEPTEMBER 2018 AT 7.30 PM**

A handwritten signature in black ink, appearing to read 'Manjeet Gill', is written over a light grey rectangular background.

Manjeet Gill  
Interim Chief Executive  
Published on 28 August 2018



# **WOKINGHAM BOROUGH COUNCIL**

## **Our Vision**

A great place to live, an even better place to do business

## **Our Priorities**

Improve educational attainment and focus on every child achieving their potential

Invest in regenerating towns and villages, support social and economic prosperity, whilst encouraging business growth

Ensure strong sustainable communities that are vibrant and supported by well designed development

Tackle traffic congestion in specific areas of the Borough

Improve the customer experience when accessing Council services

## **The Underpinning Principles**

Offer excellent value for your Council Tax

Provide affordable homes

Look after the vulnerable

Improve health, wellbeing and quality of life

Maintain and improve the waste collection, recycling and fuel efficiency

Deliver quality in all that we do

## MEMBERSHIP OF THE PERSONNEL BOARD

### Councillors

Alistair Auty (Chairman)	Stuart Munro (Vice-Chairman)	UllaKarin Clark
Lindsay Ferris Charles Margetts	Charlotte Haitham Taylor	Pauline Helliard-Symons

ITEM NO.	WARD	SUBJECT	PAGE NO.
35.		<b>APOLOGIES</b> To receive any apologies for absence	
36.		<b>MINUTES OF PREVIOUS MEETINGS</b> To confirm the Minutes of the Personnel Board Meeting held on 9 July 2018 and the Minutes of the Extraordinary Meetings held on 26 July, 2 August and 14 August 2018.	5 - 12
37.		<b>DECLARATION OF INTEREST</b> To receive any declarations of interest	
38.		<b>PUBLIC QUESTION TIME</b> To answer any public questions  A period of 30 minutes will be allowed for members of the public to ask questions submitted under notice.  The Council welcomes questions from members of the public about the work of this committee.  Subject to meeting certain timescales, questions can relate to general issues concerned with the work of the Committee or an item which is on the Agenda for this meeting. For full details of the procedure for submitting questions please contact the Democratic Services Section on the numbers given below or go to <a href="http://www.wokingham.gov.uk/publicquestions">www.wokingham.gov.uk/publicquestions</a>	
39.		<b>MEMBER QUESTION TIME</b> To answer any member questions	
40.	None Specific	<b>SETTING UP OF AN INVESTIGATING AND DISCIPLINARY COMMITTEE (IDC)</b> To consider a report regarding the setting up of an Investigating and Disciplinary Committee (IDC)	13 - 18
41.	None Specific	<b>CHIEF EXECUTIVE JOB DESCRIPTION</b> To consider a report regarding the Chief Executive Job Description.	19 - 30

42. None Specific

**ANNUAL EQUALITY MONITORING WORKFORCE  
REPORT**

31 - 50

To consider the Annual Equality Monitoring Workforce report.

**Any other items which the Chairman decides are urgent**

A Supplementary Agenda will be issued by the Chief Executive if there are any other items to consider under this heading.

**CONTACT OFFICER**

**Madeleine Shopland**

**Tel**

**Email**

**Postal Address**

Democratic & Electoral Services Specialist

0118 974 6319

madeleine.shopland@wokingham.gov.uk

Civic Offices, Shute End, Wokingham, RG40 1BN