

DBW/an

1 October 2010

To: The Mayor (ex-officio) together with Councillors Cash, Davey, Egan, J Evans, K Evans, Hamilton (Chairperson), Hampton, S Hodges, Kemp, Shaw, Stenstrom, Turner plus one vacancy

Dear Councillor

A meeting of the **Resources Committee** will be held in the Council Chamber, 7 Gladstone Road, Barry on **Monday, 11 October 2010 commencing at 7.00pm** for the purpose of transacting the business specified below.

Yours faithfully

Derek Wolfe
Executive Officer

AGENDA

1. **Apologies for absence**
2. **To receive declarations of interest under the Council's Code of Conduct.** (Note: Members seeking advice on this item are requested to contact the Monitoring Officer at least 72 hours before the meeting).
3. **To approve and sign the minutes of the Resources Committee's meeting held on 14 June 2010** (Pages 321-324)
4. **To receive the minutes of the JCAG's meetings held on 30 June & 16 Sept 2010 and to consider any recommendations contained therein** (Pages 325-330)

PERSONNEL REPORTS

5. **Sickness Absence** (Pages 331-333)
 - a. Comparison and Analysis of Sickness Absence (1 April 2009 – 31 August 2010)
 - a. Sickness Absence Summary (1 April – 31 August 2010)
6. **Accident statistics (1 June – 30 September 2010)** (Page 334)

7. **Green Dragon Initiative/Project** (Pages 335-336)
8. **Draft Manual Handling Policy** (Pages 337-343)
9. **Draft Special Leave Childcare and Carers Policy** (Pages 344-351)
10. **Draft Staff Handbook, incorporating a position statement on those policies already in place** (Pages 352-354)
11. **Revised Draft ICT Policy** (Pages 355-362)

TRAINING REPORTS

12. **Staff & Councillor Training** (Pages 363-389)
 - a. Training & Development Courses attended or to be attended by Councillors and staff prior to October 2010
 - b. Training identified as a result of appraisals
13. **Budgetary Control Statements for April to August 2010** (Pages 390-391)
14. **Date of Next Meeting** – The Committees next meeting is scheduled for Monday, 6 December 2010 at 7.00 pm

Distribution

Agenda summons and index to all non-committee members. A full copy of the agenda papers for this meeting will be available in the Council offices for inspection.

Agenda papers (with the exception of confidential items) also to: -

Barry and District News, Glamorgan Gem and Barry Library (3)