

DBW/an

6 February 2009

To: Councillor H C Hamilton (Chairperson), plus Councillors Drake, Davey, S Egan (Town Mayor, ex-officio), J Evans, K Evans, Hampton, S Hodges, Kemp, Kuhnell, Shaw, Stenstrom and Turner

Dear Councillor

A meeting of the **Resources Committee** will be held in the Council Chamber, 7 Gladstone Road, Barry on **Monday, 16 February 2009 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 the minutes of the Resources Committee's meeting held on 1 December 2009**  
**(Pages 81-86)**
4. **To receive the minutes of a meeting of the Training & Development Advisory Group held on 26 January 2009 and to give consideration to any recommendations contained therein.**  
**(Pages 87-89)**

5. **Resources Committee Terms of Reference** (Pages 90-91)
6. **Terms of Reference of Resources Committee Sub Groups** (Pages 92-93)
7. **Clarification and Operation of the Barry Town Contingency**  
(Information to be provided by the Chair on the evening)
8. **Health & Safety/Personnel Provision – Service** (Pages 94-96)
9. **Draft Training & Development Policy** (Pages 97-100)
10. **Draft Drugs & Alcohol Policy** (Pages 101-102)
11. **Disciplinary Policy & Procedure** (Pages 103-113)
12. **Essential Users Allowance** (Pages 114-116)
13. **Memorial Hall & Theatre Joint Advisory Group - Up Date Report**  
(Pages 117-119)
14. **Urgent Acton Taken in Accordance with Standing Order 112**  
(Pages 120-121)
15. **Date of Next Meeting**  
  
Monday, 6 April 2009
16. **Exclusion of the Press & Public**  
  
In accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public are excluded from the remainder of the meeting.
17. **Barry Town Council Staffing Structure – Restructuring Proposals**  
(Pages 122-128)

### **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, Vale Post. South Wales Police and Barry Library (5)