

CL/an

4 November 2009

To: Councillors Cash, Egan, J Evans, and S A Hodges, plus one vacancy

Dear Councillor

A meeting of the **Personnel Sub-Committee** will be held in the Council Chamber, 7 Gladstone Road, Barry on **Thursday, 12 November 2009 at 7.00pm** for the purpose of transacting the business specified below.

Yours faithfully

Derek Wolfe
Executive Officer

A G E N D A

1. **Election of Chairperson for 2009/10 Municipal Year**
2. **Apologies for absence**
3. **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).
4. **Terms of Reference (For Information only)** **(Page 19)**
5. To approve the minutes of the Personnel Sub-Committee's last meeting held on 14 July 2008 **(Pages 20-22)**
6. **Sickness Absence**
 - a. Comparison and Analysis of Sickness Absence (1 April 2008 to 30 September 2009) **(Pages 23-25)**

- b. Sickness Absence Summary 1 April 2008 to 31 September 2009
- 7. Accident statistics (1 April 2008 to 30 September 2009) **(Pages 26)**
- 8. Annualised Hours - Proposals and Responses from the Joint Consultative Advisory Group **(Pages 27-28)**

Distribution

Agenda summons and index to Councillors not serving on the Sub-Committee. A full copy of the agenda papers for this meeting will be available in the Council offices. Full copies will also be circulated to relevant Town Council Officers.

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

Barry & District News, Glamorgan Gem, South Wales Police, and Barry Library (4)