

AGENDA

- (1) Joint Consultative Committee (Manual/Craft) - Minutes pages (1-4)
Minute of meeting of the Joint Consultative Committee (Manual/Craft) held on 6 September 2001 and submitted for approval as a correct record (copy herewith)

- (2) Matters Arising

OPERATIONAL

- (3) Job Evaluation
Oral report by the Project Manager updating the Committee on the job evaluation process

POLICY

- (4) Draft Revised Constitution (pages 5-8)
Re-submit report dated 1 September 2000 by Head of Personnel Services seeking approval of the draft revised constitution (copy herewith)

- (5) Smoking in Council Premises Policy (pages 9-40)
Report dated 6 November 2001 by Director of Administration regarding the adoption of a Smoking in Council Premises Policy submitted for information (copy herewith)

- (6) Provision of a Policy on Whistle Blowing
Consider a request by trade union representatives to discuss the provision of a policy on whistle blowing

OPERATIONAL

- (7) Reimbursement of Subsistence Expenditure (page 41-45)
Report dated 12 November 2001 by Director of Administration regarding claiming reimbursement of subsistence expenditure (copy herewith)

- (8) Bourne and Sealing
Consider request by the trade union representatives to discuss the progress made in resolving the issue of Bourne and Sealing

- (9) Assistance to Employees - Personnel Support
Consider a request by trade union representatives to discuss the personnel support given to assist employees

- (10) Public Private Partnerships
Consider a request by trade union representatives to discuss the Public Private Partnerships in relation to the Education Department

- (11) Reporting Procedures to the Joint Consultative Committee (Manual/Craft)
Consider a request by trade union representatives to discuss the reporting procedure to the Joint Consultative Committee (Manual/Craft)