

To: Councillor Lovelock (Chair);
Councillors Gavin, Page, Skeats and Terry.

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3 December 2014

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NOTICE OF MEETING - PERSONNEL COMMITTEE - 11 DECEMBER 2014

A meeting of the Personnel Committee will be held on **Thursday 11 December 2014** at **6.30pm** in **Committee Room 1**, Civic Offices, Reading.

AGENDA

	ACTION	WARDS AFFECTED	PAGE NO
1. DECLARATIONS OF INTEREST			
2. MINUTES OF MEETING HELD ON 2 OCTOBER 2014	INFORMATION	BOROUGHWIDE	1
3. REVISIONS TO RECRUITMENT & SELECTION POLICY AND PROCEDURE AND PRE-EMPLOYMENT CHECKS GUIDANCE	DECISION	BOROUGHWIDE	8
4. REVIEW OF HARASSMENT POLICY	DECISION	BOROUGHWIDE	43
5. CAPACITY AND RESILIENCE REVIEW	DECISION	BOROUGHWIDE	74

CIVIC CENTRE EMERGENCY EVACUATION: Please familiarise yourself with the emergency evacuation procedures, which are displayed inside the Council's meeting rooms. If an alarm sounds, leave by the nearest fire exit quickly and calmly and assemble at the Hexagon sign, at the start of Queen's Walk. You will be advised when it is safe to re-enter the building.

At this point, the following motion will be moved by the Chair:

“That, pursuant to Section 100A of the Local Government Act 1972 (as amended) members of the press and public be excluded during consideration of the following items on the agenda, as it is likely that there would be disclosure of exempt information as defined in the relevant Paragraphs of Part 1 of Schedule 12A (as amended) of that Act”

6.	EARLY RETIREMENTS AND REDUNDANCIES	DECISION	BOROUGHWIDE	90
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