

Agenda for a meeting of the Staffing Committee to be held on Monday 19 December 2011 at 1100 in Committee Room 3, City Hall, Bradford

Members of the Committee – Councillors

Conservative	Labour	Liberal Democrat
Miller	Ian Greenwood (Ch)	Sunderland
Cooke	Imran Hussain	

Alternates:

Conservative	Labour	Liberal Democrat
Ellis	Green	Middleton
D Smith	Lee	

Notes:

- This agenda can be made available in Braille, large print or tape format on request by contacting the Agenda contact shown below.

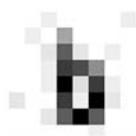


Smoking is prohibited in all parts of City Hall.

From:

S Hemingway
Assistant Director (City Solicitor)
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To:



Suzan Hemingway, City Solicitor

A. PROCEDURAL ITEMS

1. **ALTERNATE MEMBERS** (Standing Order 34)

The Head of Democratic Services will report the names of alternate Members who are attending the meeting in place of appointed Members.

2. **DISCLOSURES OF INTEREST**

(Members Code of Conduct - Part 4A of the Constitution)

To receive disclosures of personal and prejudicial interests from members and co-opted members on matters to be considered at the meeting. The disclosure must include the nature of the interest.

An interest must also be disclosed in the meeting when it only becomes apparent to the member during the meeting.

Notes:

- (1) *Members may remain in the meeting and take part fully in discussion and voting unless the interest is prejudicial. A personal interest is prejudicial if a member of the public with knowledge of the relevant facts would reasonably regard it as so significant that it is likely to prejudice the Member's judgement of the public interest. The Member must withdraw from the meeting if the interest is prejudicial unless a dispensation has been obtained from the Standards Committee.*
- (2) *Members in arrears of Council Tax by more than two months must not vote in decisions on, or which might affect, budget calculations, and must disclose at the meeting that this restriction applies to them. A failure to comply with these requirements is a criminal offence under section 106 of the Local Government Finance Act 1992.*
- (3) *Officers must disclose interests in accordance with Council Standing Order 44.*

3. **MINUTES**

Recommended –

That the minutes of the meeting of the Staffing Committee held on 25 July 2011 be signed as a correct record (previously circulated).

(Yusuf Patel - 01274 434579)

4. **INSPECTION OF REPORTS AND BACKGROUND PAPERS**

(Access to Information Procedure Rules – Part 3B of the Constitution)

Reports and background papers for agenda items may be inspected by contacting the person shown after each agenda item. Certain reports and background papers may be restricted.

Any request to remove the restriction on a report or background paper should be made to the relevant Director or Head of Service whose name is shown on the front page of the report.

If that request is refused, there is a right of appeal to this meeting.

Please contact the officer shown below in advance of the meeting if you wish to appeal.

(Yusuf Patel - 01274 434579)

B. BUSINESS ITEMS

5. FLEXIBLE RETIREMENT POLICY AND EARLY RETIREMENT POLICY

The Local Government Pension Scheme (Administration) Regulations 2008 require the Council to prepare and publish written statements of policy on Flexible Retirement and Early Retirement and to provide copies of such policy statements to the administering authority.

The Chief Executive will submit a report (**Document "H"**) which sets out proposals for an updated Flexible Retirement Policy and Early Retirement Policy for the Council.

Recommended –

That the Committee endorse the proposed Flexible Retirement and Early Retirement Policy and recommend that the Chief Executive approve the Policy under Article 14.20.3 of the Council's Constitution.

(Tony Reeves - 01274 434353)

6. EXCLUSION OF THE PUBLIC

The Committee is asked to consider if the item relating to a request for early retirement should be considered in the absence of the public and, if so, to approve the following recommendation:

Recommended –

That the public be excluded from the meeting during consideration of the item relating to a request for early retirement on the grounds that it is likely in view of the nature of the business to be transacted or the nature of the proceedings, that if they were present, exempt information within Paragraphs 1 (information relating to an individual) and 2 (information identifying an individual) of Section 12A of the Local Government Act 1972 (as amended), would be disclosed and it is considered that, in all the circumstances of the case, the public interest in applying these exemptions outweighs the public interest in disclosing the information.

(Yusuf Patel - 01274 434579)

6. A REQUEST FOR EARLY RETIREMENT

The Committee will be asked to consider a report by the Chief Executive (**Not for Publication Document "I"**) relating to a request for early retirement.

(Tony Reeves – 01274 432001)