

PETERLEE TOWN COUNCIL

MINUTES OF THE MEETING OF THE ESTABLISHMENT
COMMITTEE,

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE

ON MONDAY 3RD JULY 2006

PRESENT: Coun G CALVERT (CHAIR)

Mesdames: M Milsom, M A Cartwright

Messrs: R Curtis, B Scott, E W Hall, W
M Jeffrey, T Jones, R Huitson, C J
Metcalf & H Bennett

**MEMBERS WERE REMINDED OF THE NEED TO DISCLOSE
ANY INTEREST PREJUDICIAL OR PERSONAL IN
ACCORDANCE WITH THE CODE OF CONDUCT.**

10. APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillors G Cowie, R Jones, J I Measor, D Coates, D Milsom, A E Laing, G Cowie, C Robbins & A Lowden.

11. THE MINUTES OF THE LAST MEETING, a copy of which had been circulated to each Member, were approved.

12. ADVISORY BULLETINS

Number 514 – Age Discrimination: A Briefing on the Employment Equality (Age) Regulations 2006

The Clerk intended to precis this Bulletin and prepare a further report on it, due to the importance of this piece of legislation.

RECOMMENDED that the information given, be noted.

13. RESOLUTION TO EXCLUDE THE PRESS AND THE PUBLIC IN VIEW OF THE CONFIDENTIAL NATURE OF THE FOLLOWING ITEMS TO BE DISCUSSED THE COMMITTEE PASSED THE FORMAL RESOLUTION TO EXCLUDE THE PRESS & PUBLIC FROM THE MEETING, PURSUANT TO THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1961 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION), ACT 1985.

14. OVERTIME REPORT

The Overtime Report and Hours Worked by Facilities Staff Report, a copy of which had been circulated to each Member, was considered.

RECOMMENDED that the contents of the report be accepted.

15. ABSENCE REPORT

The Absence Report detailing staff absence since the last meeting of this Committee had been circulated to each Member for their information.

The Town Clerk advised that he had met with the Trade Unions to discuss the sickness absence procedure on Monday 3rd July 2006.

RECOMMENDED that the contents of the report be accepted and progress be awaited with the consultation on the policy.