

Notice of Meeting and Agenda Joint Consultative Board (Non-Teaching)

| Date | Time | Venue |
|----------------------------|-------|-----------------------------------------------------------------------------------------------------|
| Wednesday, 25 October 2017 | 15:00 | Corporate Meeting Room 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN |

KENNETH GRAHAM
Head of Corporate Governance

Membership

Councillor Tom Begg: Councillor Jim Harte: Councillor Jim Paterson:

Councillor Andy Steel (Convener): Councillor John McNaughtan (Depute Convener):

Representing APT&C Staff

M Ferguson (and 5 APT&C Staff).

Representing Manual Workers

Manual Spokesperson (and 4 representatives of Manual Trade Unions)

Further Information

This is a meeting which is open to members of the public.

A copy of the agenda and reports for this meeting will be available for inspection prior to the meeting at the Customer Service Centre, Renfrewshire House, Cotton Street, Paisley and online at www.renfrewshire.cmis.uk.com/renfrewshire/CouncilandBoards.aspx

For further information, please either email democratic-services@renfrewshire.gov.uk or telephone 0141 618 7112.

Items of business

Appointment of Chairperson

Apologies

Apologies from members.

Declarations of Interest

Members are asked to declare an interest in any item(s) on the agenda and to provide a brief explanation of the nature of the interest.

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| 1 | Minute of Previous Meeting | 3 - 8 |
| | Minute of meeting of the Joint Consultative Board: Non-Teaching held on 13 September, 2017. | |
| 2 | Developments in Health and Safety | 9 - 12 |
| | Report by Director of Finance & Resources relative to developments in health and safety issues since the last meeting. | |
| 3 | Absence Statistics | 13 - 20 |
| | Report by Interim Head of HR. | |
| 4 | Agency Workers | |
| | Submit report by the Head of HR relative to the number of agency staff employed within the Council. | |
| | Please note that the document related to this item is attached on CMIS as a meeting document. For those receiving paper copies the document has also been attached at the back of the agenda pack. | |
| 5 | Details of Grievances | 21 - 22 |
| | Submit report by Director of Finance & Resources relative to details of grievances received. | |
| 6 | Date of Next Meeting | |
| | The next meeting of the Joint Consultative Board:Non-Teaching is scheduled to be held at 3pm on 13 December, 2017. | |