

# Joint Staff Employer Forum

Chair: Councillor Bradnack  
Executive Councillor for Customer Services & Resources:  
Rod Cantrill



To: Councillors Bradnack (Chair), Dryden, C Rosenstiel, Shah, Smart (Vice Chair),  
Ward  
Alternate:  
Unison (Liz Brennan), GMB (Kevin Roberts).

Despatched and placed on deposit on Friday 17 August 2007.

**Date:** Tuesday 28 August 2007  
**Time:** 5.00 pm  
**Place:** Committee Room 1  
**Contact:** Liz Whitcher  
Telephone 01223 457015  
E-mail [liz.whitcher@cambridge.gov.uk](mailto:liz.whitcher@cambridge.gov.uk)

## Agenda

### 1. MINUTES

To confirm the minutes of the meeting held on 20 March 2007 as a correct record.

### 2. **MATTERS ARISING FROM THE MINUTES**

Members are requested to contact the Head of Human Resources or Committee Manager prior to the meeting with any issue they wish to raise.

### 3. **APOLOGIES FOR ABSENCE**

### 4. **DECLARATIONS OF INTEREST**

Members are asked to declare at this stage any interests which they may have in any of the following items on the agenda. If any member is unsure whether or not they should declare an interest on a particular

matter, they are requested to seek advice from the Head of Legal & Democratic Services before the meeting.

5. **PUBLIC QUESTION TIME** – see below for detail of the scheme and other public information.

6. **[SAFEGUARDING CHILDREN & VULNERABLE ADULTS POLICY AND KEY SAFEGUARDING EMPLOYMENT STANDARDS](#)** (Officer contact: Jackie Hanson, Community Development, tel. 01223-457867)

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7. **[STAFF SURVEY 2007](#)** (Officer contact: Marian Mair, Organisational Development Manager, tel. 01223 458192) - (suggested by Cllr Bradnack)

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8. **[ACTIONS TAKEN TO RECRUIT MORE DISABLED STAFF](#)** (Officer contact: Cristina Marsh, Diversity Adviser, tel. 01223 458195) - (suggested by Cllr Bradnack)

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9. **[DISABLED ACCESS FOR STAFF TO COUNCIL PREMISES](#)** (Officer contact: John Cowin, Head of Property & Building Services, tel. 01223 457431) – (suggested by Cllr Bradnack)

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10. **[EMPLOYEE TRAVEL PLAN – OUTLINE PROPOSALS](#)** (Officer contact: Jacqueline Foglietta, Head of Human Resources, tel. 01223-458101)

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### **Information for the public**

You are welcome to attend this meeting as an observer, although it may be necessary to ask you to leave the room during the discussion of matters which are described as confidential on the agenda.

You can ask questions on an issue included on the agenda above, or on an issue which is within this committee's powers. If you wish to ask

a question related to an agenda item contact the committee officer (listed above under 'contact') **before the meeting starts**. If you wish to ask a question on a matter not included on this agenda, please contact the committee officer by 10.00am the working day before the meeting. Further details concerning the right to speak at committee can be obtained from the committee section.

**Emergency Evacuation** In the event of a fire or other emergency you will hear a continuous ringing alarm. You should leave the building by the nearest exit and proceed to the assembly point in St Mary's Passage on the left hand side of Great St Mary's churchyard. Do not attempt to use the lifts. Do not attempt to re enter the building until given the all clear by a member of the City Council Staff. City Council staff will provide assistance with leaving the building.