



Democratic Services
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1 May 2012

Dear Councillor

NOTICE IS HEREBY GIVEN THAT a meeting of the **GENERAL PURPOSES** Committee will be held in the Council Chamber at these Offices on Monday 14 May 2012 at 2.00 pm when the following business will be transacted.

Members of the public who require further information are asked to contact Pauline Hodding on (01304) 872305 or by e-mail at paulinehodding@dover.gov.uk.

Yours sincerely

Chief Executive

General Purposes Committee Membership:

Councillor S C Le Chevalier (Chairman)
Councillor C J Smith (Vice-Chairman)
Councillor M D Conolly
Councillor G Cowan
Councillor M R Eddy

AGENDA

1. **APOLOGIES**
2. **APPOINTMENT OF SUBSTITUTE MEMBERS**

To note appointment of Substitute Members.

3. **DECLARATIONS OF INTEREST**

Members are required to disclose the existence and nature of a personal interest under this item of business or when the interest becomes apparent. An explanation in general terms of the interest should also be given to the meeting. If the interest is also a prejudicial interest, the Member should then withdraw from the room or chamber.

4. **MINUTES** (Pages 3-4)

To confirm the attached Minutes of the meeting of the Committee held on 10 January 2012.

5. **APPRENTICESHIP, GRADUATE PLACEMENT AND WORK EXPERIENCE SCHEME POLICIES AND ASSOCIATED CONTRACT/AGREEMENTS** (Pages 5-31)

To consider the attached report of the Director of Governance.

6. **CRB POLICY** (Pages 32-53)

To consider the attached report of the HR Manager (Advisory Services), East Kent HR Partnership.

7. **INFORMATION FROM THE JOINT STAFF CONSULTATIVE FORUM**

At the meeting of the Joint Staff Consultative Forum held on 18 January there was a request from Unison that Member panels for case appeals be re-introduced. After discussions, employees' representatives proposed that it be recommended to the General Purposes Committee that Member Panels for disciplinary and grievance appeals be reintroduced. On being put to the vote, the Forum failed to agree the recommendation as there was not a majority vote on both sides of the Forum (i.e. a majority of employee representatives *and* employer representatives). This failure to agree the recommendation is therefore being reported to the General Purposes Committee, in accordance with paragraph 12 of Section 7 of the Constitution. Members are requested to note the position.

Access to Meetings and Information

- Members of the public are welcome to attend meetings of the Council, its Committees and Sub-Committees. You may remain present throughout them except during the consideration of exempt or confidential information.
- All meetings are held at the Council Offices, Whitfield unless otherwise indicated on the front page of the agenda. There is disabled access via the Council Chamber entrance and a disabled toilet is available in the foyer. In addition, there is a PA system and hearing loop within the Council Chamber.
- Agenda papers are published five clear working days before the meeting. Alternatively, a limited supply of agendas will be available at the meeting, free of charge, and all agendas, reports and minutes can be viewed and downloaded from our website www.dover.gov.uk. Minutes are normally published within five working days of each meeting. All agenda papers and minutes are available for public inspection for a period of six years from the date of the meeting. Basic translations of specific reports and the Minutes are available on request in 12 different languages.
- If you require any further information about the contents of this agenda or your right to gain access to information held by the Council please contact: Pauline Hodding, Team Leader Democratic Support, telephone: (01304) 872305 or email: paulinehodding@doover.gov.uk for details.

Large print copies of this agenda can be supplied on request.

