



James Ellis  
Head of Legal and Democratic Services

**MEETING** : LOCAL JOINT PANEL  
**VENUE** : LEA ROOM, WALLFIELDS, HERTFORD  
**DATE** : TUESDAY 21 MAY 2024  
**TIME** : 12.00 PM

**PLEASE NOTE TIME AND VENUE**

**MEMBERS OF THE PANEL**

**EMPLOYER'S SIDE:**

Councillors E Buckmaster, A Daar, J Dumont, D Hollebon

**STAFF SIDE – UNISON:**

J Bruce, S Forde, H Marsh and P Stevens

**Substitute:**

N Munro

*(Note: Substitution arrangements must be notified by the absent Member to Democratic Services 24 hours before the meeting)*

**CONTACT OFFICER:**

**Michele Aves**

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## **Disclosable Pecuniary Interests**

A Member, present at a meeting of the Authority, or any committee, sub-committee, joint committee or joint sub-committee of the Authority, with a Disclosable Pecuniary Interest (DPI) in any matter to be considered or being considered at a meeting:

- must not participate in any discussion of the matter at the meeting;
- must not participate in any vote taken on the matter at the meeting;
- must disclose the interest to the meeting, whether registered or not, subject to the provisions of section 32 of the Localism Act 2011;
- if the interest is not registered and is not the subject of a pending notification, must notify the Monitoring Officer of the interest within 28 days;
- must leave the room while any discussion or voting takes place.

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Visit <https://www.eastherts.gov.uk/article/35542/Political-Structure> for details.

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## **AGENDA**

1. Appointment of the Chairman for 2024/25

To appoint a Chairman for 2024/25 from the Staff Side.

2. Appointment of the Vice-Chairman for 2024/25

To appoint a Vice Chairman for 2024/25 from the Employers Side.

3. Apologies

To receive apologies for absence.

4. Chairman's Announcements

5. Declarations of Interest

To receive any Members' Declarations of Interest.

6. Reports from the Employer's Side

(A) Flexible Working Policy Report\_(Pages 6 - 22)

(B) General Leave Policy Report\_(Pages 23 - 47)

(C) Family Friendly Policy Report\_(Pages 48 - 79)

(D) Redundancy Policy Report\_(Pages 80 - 99)

(E) Volunteering Policy Report\_(Pages 100 - 111)

7. Reports from the Staff Side

There are no reports from the Staff Side.

8. Urgent Business

To consider such other business as, in the opinion of the Chairman of the meeting, is of sufficient urgency to warrant consideration and is not likely to involve the disclosure of exempt information.