

Personnel, Licensing & Administration Committee

5th November 2007

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THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THE MEETING

Dear Councillor

25th October 2007

Your attendance is requested at a meeting of the Personnel, Licensing & Administration Committee to be held on **Monday 5th November 2007 at 7.00pm** in Committee Rooms B, C & D, Level -1, Council Offices, Monkton Park, Chippenham. The items for decision and information at the meeting are as listed on the attached Agenda.

Any papers listed as "to follow", urgent items or supplementary papers will be made available as soon as possible and in any event no later than 30 minutes before the start of the meeting.

Yours sincerely

John Watling
Policy and Democratic Services Team Leader

To Councillors:

D.B. Allen	A.M. Bucknell	S.K. Doubell	I.J. Henderson	J.A. Phillips	S.J. Still
S. Bodman	P.R. Darby	J.M. Hartless	A. Pier	P.S. Roberts	

Agenda only to all Councillors for information.

AGENDA

1. Apologies for Absence

2. Membership

The Policy and Democratic Services Team Leader will report on changes in Membership under the provisions of the Local Government (Committees and Political Groups) Regulations 1990 and the Council's Procedure Rule Number 4.

3. Public Question Time/Receipt of Petitions

To receive public questions and/or petitions in accordance with the provision of Council Procedure Rule Numbers 11 and 12.

4. Minutes

To approve and sign as a correct record the Minutes of the meeting of the Personnel, Licensing & Administration Committee held on 3rd September 2007 (**copy attached**).

5. Declarations of Interest

To receive declarations of interest from Members in respect of any item contained in the Agenda.

6. Chairman's Announcements (if any)

7. Local Joint Consultative Committee Minutes

The purpose of Report No. 7 (**copy attached**) is to ask the Committee to note the Minutes of the meeting of the Local Joint Consultative Committee held on 17th October 2007. Copies of the final versions of the County-wide joint Human Resources Policies which were presented at that meeting are **attached** as Appendices 1, 2 and 3 for the information of this Committee.

8. Miscellaneous Fees and Charge 2007/2008

The purpose of Report No.8 (**copy attached**) is to ask the Committee to review the miscellaneous licence fees and other charges levied for services provided in the District on behalf of the Council with effect from 1st April 2008.

9. Hackney Carriage & Private Hire Licence Fees

The purpose of Report No.9 (**copy attached**) is to ask the Committee to determine the Hackney Carriage and Private Hire Licence Fees for the forthcoming financial year.

10. Update on Collective Agreement on Pay and Rewards

The purpose of Agenda Item No. 10 is to receive a verbal update on the current position of the Collective Agreement on Pay and Rewards.