



COUNCIL FUNCTIONS COMMITTEE

Thursday, 28th July, 2011

7.30 pm

Town Hall, Watford

Publication date: 20 July 2011

CONTACT

If you require further information or you would like a copy of this agenda in another format, e.g. large print, please contact Jodie Kloss in Legal and Property Services on 01923 278376 or by email to legalanddemocratic@watford.gov.uk (Minicom available on 01923 278499).

Welcome to this meeting. We hope you find these notes useful.

ACCESS

Access to the Town Hall after 5.15 pm is via the entrance to the Customer Service Centre from the visitors' car park.

Visitors may park in the staff car park after 4.00 p.m. and before 7.00 a.m. This is a Pay and Display car park; the current charge is £1.50 per visit.

The Committee Rooms are on the first floor of the Town Hall and a lift is available. Induction loops are available in the Committee Rooms and the Council Chamber.

FIRE/EMERGENCY INSTRUCTIONS

In the event of a fire alarm sounding, vacate the building immediately following the instructions given by the Democratic Services Officer.

- Do not use the lifts
- Do not stop to collect personal belongings
- Go to the assembly point at the Pond and wait for further instructions
- Do not re-enter the building until authorised to do so.

MOBILE PHONES

Please ensure that mobile phones are switched off before the start of the meeting.

COMMITTEE MEMBERSHIP

Councillor K Hastrick (Chair)

Councillors S Counter, E Hines-Randall, A Lovejoy, H Lynch, N Shah and D Walford

AGENDA

PART A - OPEN TO THE PUBLIC

1. **APOLOGIES FOR ABSENCE/ COMMITTEE MEMBERSHIP**

2. **DISCLOSURE OF INTERESTS (IF ANY)**

3. **MINUTES** (Pages 1 - 2)

To approve for signature the minutes of the meeting held on 28 February 2011.

4. **ANNUAL STATEMENT OF WORKFORCE MONITORING AND RECRUITMENT
ACTIVITY: FINANCIAL YEAR 2010/11** (Pages 3 - 20)

Report of the Head of Human Resources

5. **EXCLUSION OF PRESS AND PUBLIC**