

To: Members of the Special Sub-Group

Councillors Hayfield, Phillips, Smith, M Stanley and Sweet

For the information of the other Members of the Council

SPECIAL SUB-GROUP

23 November 2011

The Special Sub-Group will meet in the Training Room, The Council House, South Street, Atherstone, Warwickshire on Monday 23 November 2011 at 12 noon.

AGENDA

- 1 Apologies for Absence / Members away on official Council business.**
- 2 Declarations of Personal or Prejudicial Interests. (Any personal interests arising from the membership of Warwickshire County Council of Councillors Hayfield and Sweet, and membership of the various Town/Parish Councils of Councillors Phillips (Kingsbury) and M Stanley (Polesworth) are deemed to be declared at this meeting).**

- 3 **Council Office Accommodation** - Report of the Management Team
(to follow)

Summary

The purpose of this report is to set out the available options for procuring a Project Manager for the Office Accommodation Project and to ask Members to agree which procurement method they wish officers to adopt.

The Contact Officer for this report is Richard Dobbs (719440).

- 4 **Cover for 24/7 Community Support Service** - Report of the Assistant Director (Housing) (to follow)

Summary

This report provides information for the Sub-Group about the staffing cover required for the Council's Community Support Service, suggests that additional hours are required and that a part time, temporary post be created. This proposal will allow for the review of the Community Support service to be completed and other options to cover the service be considered.

The Contact Officer for this report is Angela Coates (719369).

**PART C – EXEMPT INFORMATION
(GOLD PAPERS)**

- 5 **Exclusion of the Public and Press**

Recommendation:

That under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business, on the grounds that it involves the likely disclosure of exempt information as defined by Schedule 12A to the Act.

- 6 **Staffing Matters – Assistant Chief Executive and Solicitor to the Council's Division** - Report of the Assistant Chief Executive and Solicitor to the Council

The Contact Officer for this report is Steve Maxey (719438).

JERRY HUTCHINSON
Chief Executive

For general enquiries please contact David Harris, Democratic Services Manager, on 01827 719222 or via e-mail – davidharris@northwarks.gov.uk.
For enquiries about specific reports please contact the officer named in the report.