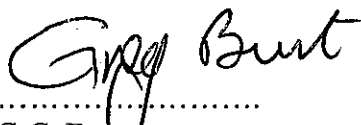


You are duly summoned to a Meeting of the Working Practices Committee, on Wednesday 22 May 2019 in Billingshurst Centre, Roman Way, Billingshurst at 7.30pm.

Members of the public are welcome to attend this meeting and speak for a maximum of three minutes about an item on the agenda for this meeting during the Public Session at the discretion of the Chairman.

  
.....  
G.C. Burt  
Clerk to the Council

15 May 2019

## AGENDA

1. Election of Chairman
2. Election of Vice Chairman
3. Apologies for Absence.
4. Receive Declarations of Interest and Notification of Changes to Members' Interests.
5. Public Session.
6. Approval of the Minutes of the Meeting held on 20 March 2019, **previously sent / attached again for new Cllrs.**
7. Matters Arising, not separate agenda items.
8. To Consider the following matters referred from Council of 8 May 2019:
  - a. Review of the Council's complaints procedure;
  - b. Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation;
  - c. Review of the Council's policy for dealing with the press/media;
  - d. Review of the Council's employment policies and procedures.**(These are all on the Council website – please peruse prior to meeting.)**
9. To Consider the following matter referred from Council of 8 May 2019:  
*To consider the term Chairman, as a new Councillor had queried whether a gender-neutral term would be more appropriate.*
10. Exclusion of Press and Public for the remainder of this meeting. (Reason – staffing)
11. Staff Matters – to consider the attached report - Appendix A **(in envelope)**

12. Any other matters for information only.

Date of Next Meeting – Wednesday 17 July 2019

**Members of the public should be aware that being present at a meeting of the Council or one of its Committees or Sub-Committees will be deemed as the person having given consent to being recorded (photograph, film or audio recording) at the meeting, by any person present.**

**MEMBERS:** DH, PB, RM, MW, SK, AG.