

EXTRACT OF MINUTE OF EXECUTIVE HELD ON 19 APRIL 2012

* **12. MAXIMISING ATTENDANCE POLICY AND PROCEDURES**

Following consultation with the Trade Unions, the existing Attendance Policy and Procedures had been revised, and from best practice research the new Maximising Attendance Policy and Procedures had been developed to aid a more streamlined and efficient Attendance Policy. A report presenting the new Maximising Attendance Policy and Procedures was considered. The report also highlighted changes from the Managing Attendance Policy to the new Maximising Attendance Policy.

Decision

The Executive –

1. Agreed the new Maximising Attendance Procedures; and
2. Recommended the approval of the Maximising Attendance at Work Policy to the Council.

(Reference: Report by Chief Executive dated April 2012, submitted)