



## **THE WEEK – ISSUE 02**

### **CALC NEW OFFICE DETAILS**

We have now completed the move into our new offices in Truro, the new contact details are below:

**Unit 1**

**1 Riverside House**

**Heron Way**

**Newham**

**TRURO**

**Cornwall**

**TR1 2XN**

**01872 272648**

*Our email address remains unchanged.*

### **CALC AGM**

The CALC Annual General Meeting will be held on the evening of Wednesday 29<sup>th</sup> February 2012 in the Council Chamber at New County Hall in Truro.

Registration and refreshments will be from 7.00pm with the AGM starting at 7.30pm.

Could you please advise us of who will be attending from your Councils, as we need to know numbers for refreshments and to advise the Security personnel at County Hall.

The Agenda and Minutes will be sent out to Councils next week.

**Please note: If your PC or internet browser does not allow you to access the information via the links on this newsletter, please copy and paste the link into your internet browser address bar to open the website. All links are tested at the time the Newsletter is sent, however, providers may delete or alter pages at any time.**

## **UPDATED NALC BRIEFINGS AND LEGAL TOPIC NOTES**

The following is a list of NALC Briefings and Legal Topic Notes that have been recently updated. To find the documents, please go to the section in the Members Area of the CALC website as per the second column in the table below.

TITLE	SECTION ON CALC WEBSITE
L10-11 - The future of standards of conduct of members of local authorities in England - update	Code of Conduct / NALC Briefings and Legal Topic Notes
L01-12 - Guidance on royal names and titles for the Queen's diamond jubilee	Council Business and Law / NALC Briefings and Legal Topic Notes
LTN 8 - Elections (revised Jan 12)	Council Business and Law / NALC Briefings and Legal Topic Notes
L11-11 - Prayers at council meetings - Judicial review challenge	Equalities and Discrimination / NALC Briefings and Legal Topic Notes
LTN 34 - Retirement Gratuities Revised December 2011.doc	Employment / NALC Briefings and Legal Topic Notes
LTN 22 - Employment matters - Revised December 2011	Employment / NALC Briefings and Legal Topic Notes
E04-11 - PAYE Penalties	Employment / NALC Briefings and Legal Topic Notes
LTN 79 - Retirement Payments - revised 20 Dec 2011	Employment / NALC Briefings and Legal Topic Notes
E02-12 - PAYE arrangements for Clerks and RFOs	Employment / NALC Briefings and Legal Topic Notes
L09-11 - The Code of recommended practice for local authorities on data transparency	Information Law / NALC Briefings and Legal Topic Notes
LTN 38 - Data Protection	Information Law / NALC Briefings and Legal Topic Notes
L02-12 - ICO guidance on information held in private email accounts	Information Law / NALC Briefings and Legal Topic Notes
L05-11 - NALC response to Consultation on regulations under the Sustainable Communities Act 2007	Planning, Environmental and Licensing Matters / NALC Briefings and Legal Topic Notes

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