

**MINUTES
JOINT CONSULTATIVE AND SAFETY COMMITTEE**

Tuesday 30 August 2016

Councillor Emily Bailey (Chair)

Present: Councillor Tammy Bisset Councillor Muriel Weisz
 Councillor Paul Feeney Councillor Paul Wilkinson
 Councillor John Parr

Unison: A. Green G. Morley

Absent: Councillor Alex Scroggie

Officers in Attendance: D Archer, J Robinson, J. Spinks and G Ilett

53 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies for absence were received from Councillor Scroggie, Councillor Bailey, who would be late and A. Hunt (Unison)

In the absence of the Chair and Vice Chair, Councillor Feeney was elected to chair the meeting until Councillor Bailey's arrival.

54 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 24 MAY 2016.

RESOLVED:

That the minutes of the above meeting, having been circulated, be approved as a correct record.

55 DECLARATION OF INTERESTS.

None.

56 HEALTH AND SAFETY ANNUAL REPORT

The Health and Safety Officer presented a report, which had been circulated prior to the meeting, highlighting the 2016/17 work plan, summarising the assurance risk assessment and outlining the proposed work plan to deliver continuous development of the Health and Safety service.

RESOLVED:

To note the report.

57 SICKNESS ABSENCE

The Chief Executive presented a report, which had been circulated prior to the meeting, informing Members of the current levels of sickness absence in the organisation.

The Chief Executive informed Members that while sickness absence levels had deteriorated from the previous position, this was largely due to a number of complicated long term sickness cases. As the organisation becomes smaller, the effect of such cases on sickness absence data increases.

The Chief Executive drew Members attention to sickness levels in the Council's waste and parks and street care teams, which were continuing to manage sickness levels well.

RESOLVED:

To note the report.

58 CURRENT STAFFING ISSUES

The Chief Executive presented a report, which had been circulated prior to the meeting, highlighting issues of interest in relation to the Council's workforce.

The Chief Executive highlighted the recruitment of two new senior officers into the Planning Delivery Manager and Assistant Chief Executive roles. The Chief Executive also informed Members of the interest in and the receipt of many high quality applications for the post of Service Manager, Economic Development.

RESOLVED:

To note the report.

59 MINOR ESTABLISHMENT CHANGES

The Chief Executive presented a report, which has been circulated prior to the meeting, highlighting one minor staffing proposal which had been implemented outside of the formal JCSC process.

RESOLVED:

To note the report.

60 VOLUNTEERING POLICY

The Projects Officer presented a report, which had been circulated prior to the meeting, outlining a revised Volunteering Leave Policy and inviting comments from Members prior to consideration by the Appointments and Conditions of Service Committee for approval.

RESOLVED:

To note the report.

61 ESTABLISHMENT OF AN APPRENTICESHIP TRAINING GRADE

Councillor Bailey arrived and took the Chair.

The Service Manager, Organisational Development, presented a report, which had been circulated prior to the meeting, informing Members of a proposed local training grade for apprentices and inviting comments prior to the proposals consideration by the Appointments and Conditions of Service Committee.

RESOLVED:

To note the report.

62 SHARED PARENTAL LEAVE POLICY

The Service Manager, Organisational Development, presented a report, which had been circulated prior to the meeting, introducing local policy changes in relation to parental leave for consultation.

RESOLVED:

To note the report.

63 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 6:45 pm

Signed by Chair:
Date: