

**MINUTES  
JOINT CONSULTATIVE AND SAFETY COMMITTEE**

**Tuesday 28 August 2018**

Councillor Alex Scroggie (Chair)

Present:	Councillor Emily Bailey Jay	Councillor John Parr
	Councillor Tammy Bisset	Councillor Muriel Weisz
	Councillor Paul Feeney	Councillor Paul Wilkinson
Unison:	Alan Green	

Officers in Attendance: D Archer, G Ilett and H Lee

**1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.**

None received.

**2 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 15 MAY 2018.**

**RESOLVED:**

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

**3 DECLARATION OF INTERESTS.**

None.

**4 HEALTH AND SAFETY ANNUAL REPORT**

The Health and Safety Officer presented a summary of the report, which had been circulated prior to the meeting. Members identified a need for adequate resourcing to be made available to support the development of innovative IT systems that will support the Health and Safety function

**RESOLVED:**

To note the report.

**5 SICKNESS ABSENCE**

The Service Manager, Organisation Development, presented a report, which had been circulated prior to the meeting, informing Members of

the current trends in sickness absence. It was reported that long term sickness now accounts for almost half of the total days lost due to sickness and 18.6% of the number of occurrences.

**RESOLVED:**

To note the report.

**6 CURRENT STAFFING ISSUES**

The Service Manager, Organisational Development, presented a report which had been circulated in advance of the meeting, drawing attention to the appointment of the new Chief Executive, the implementation of the second year of the national pay agreement and the forthcoming Employee Conference.

**RESOLVED:**

To note the report.

**7 MINOR STAFFING CHANGES**

The Service Manager, Organisational Development, presented a report which had been circulated prior to the meeting, detailing minor changes to the staffing establishment that had recently taken place outside the formal JCSC process.

**RESOLVED:**

To note the report.

**8 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.**

None.

The meeting finished at 6.50 pm

Signed by Chair:  
Date: