

**MINUTES  
JOINT CONSULTATIVE AND SAFETY COMMITTEE**

**Tuesday 23 February 2021**

Councillor Roxanne Ellis (Chair)

Present:	Councillor Liz Clunie	Councillor Helen Greensmith
	Councillor Boyd Elliott	Councillor Jennifer Hemingway
	Councillor Paul Feeney	Councillor Paul Wilkinson
Unison:	Alison Hunt	Gill Morley

Absent: Councillor Alex Scroggie

Officers in Attendance: D Archer, A Dubberley and G Ilett

**21 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.**

Apologies were received from Councillor Scroggie.

**22 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 4 NOVEMBER 2020**

**RESOLVED:**

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

**23 DECLARATION OF INTERESTS.**

None.

**24 HEALTH AND SAFETY ANNUAL REPORT 2019/20**

The Health and Safety Officer introduced the Health and Safety Annual report for 2019/20, which was presented at Cabinet in November, for the Committee's information

**RESOLVED:**

To note the report.

**25 SICKNESS ABSENCE**

The Head of HR Service Planning and Performance introduced a report, which had been circulated in advance of the meeting, giving information about the current levels of sickness absence in the organisation.

**RESOLVED:**

To note the report.

**26 CURRENT STAFFING ISSUES**

The Head of HR, Performance and Service Planning presented a report, which had been circulated in advance of the meeting, highlighting particular issues of interest that relate to the council's workforce.

**RESOLVED:**

To note the report.

**27 MINOR CHANGES TO THE ESTABLISHMENT**

The Head of HR, Performance and Service Planning presented a report, which had been circulated in advance of the meeting, highlighting minor changes to the staffing establishment since the last meeting.

**RESOLVED:**

To note the report.

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

None

**29 EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED:**

That, Members being satisfied that the public interest in maintaining the exemption outweighs the public interest in disclosing the information that under Section 100(a)(4) of the Local Government Act 1972, the public and press be excluded from the meeting during the consideration of the ensuing reports on the grounds that the reports involve the likely disclosure of exempt information as defined in Paragraph 4 of Part 1 of Schedule 12a of the Local Government Act 1972.

**30 CONSULTATION CLOSURE- EQUALITY POLICY (EMPLOYMENT)**

The Head of HR, Performance and Service Planning introduced a report, which had been circulated in advance of the meeting, seeking comments on the authorisation to close formal consultation on the proposed Equality Policy (Employment).

**RESOLVED:**

To support the policy as proposed and recommend it for adoption at the Appointment and Conditions of Service Committee.

**31 CLOSE OF CONSULTATION- WORKFORCE STRATEGY**

The Head of HR, Performance and Service Planning introduced a report, which had been circulated in advance of the meeting, seeking comments on the authorisation to close formal consultation on the proposed Workforce Strategy.

**RESOLVED:**

To support the policy as proposed and recommend it for adoption at the Appointment and Conditions of Service Committee.

**32 CLOSE OF CONSULTATION- OVERTIME AND STAND-BY POLICIES**

The Head of HR, Performance and Service Planning introduced a report, which had been circulated in advance of the meeting, seeking comments on the authorisation to close formal consultation on new Overtime and Standby Policies.

**RESOLVED:**

To support the policies as proposed and recommend them for adoption at the Appointment and Conditions of Service Committee.

The meeting finished at 6.25 pm

Signed by Chair:

Date: