

**MINUTES  
JOINT CONSULTATIVE AND SAFETY COMMITTEE**

**Tuesday 25 November 2014**

Councillor Steve Ainley (Chair)

Present:	Councillor Emily Bailey	Councillor John Parr
	Councillor Paul Feeney	Councillor John Truscott
	Councillor Sarah Hewson	
Unison:	Alan Green	Gill Morley
	Alison Hunt	

Absent: Councillor Roland Spencer

Officers in Attendance: D Archer, A Dubberley, G Ilett, H Lee, V Rimmington,  
J Robinson and D Wakelin

**28 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.**

Apologies for absence were received from Councillor Spencer.

**29 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 12 AUGUST 2014.**

**RESOLVED:**

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

**30 DECLARATION OF INTERESTS.**

None

**31 HEALTH AND SAFETY**

The Health and Safety Officer presented a verbal report summarising a number of issues related to Health and Safety.

**RESOLVED:**

To note the report.

**32 THE COUNCIL'S SMOKING POLICY**

Corporate Director, David Wakelin, presented a report, which had been circulated prior to the meeting, concerning the updated smoking policy.

It explained that the new policy would address areas of confusion regarding the current policy and include guidance on nicotine replacement treatment.

Members were asked to consider and comment on this revised policy before being submitted to the Appointments and Conditions of Service Committee for adoption.

**RESOLVED:**

That that subject to further consideration and minor revision to clarify points 2.3 and 2.4 the report is submitted to Appointments and Conditions of Service Committee.

**33 EQUAL PAY AUDIT**

The Service Manager, Organisational Development presented the Equal Pay and Equality Audit 2014, which had been circulated prior to the meeting.

**RESOLVED:**

To note the report.

**34 CURRENT TRENDS AND ISSUES IN SICKNESS ABSENCE.**

The Service Manager, Organisational Development presented a report, which was circulated prior to the meeting, summarising current trends and issues in respect of sickness absence.

**RESOLVED:**

To note the report.

**35 CURRENT STAFFING ISSUES**

The Chief Executive presented a report summarising a number of items of interest including the success of this year's Employee Conference and current pay proposals.

**RESOLVED:**

To note the report.

**36 MINOR CHANGES TO THE ESTABLISHMENT AGREED BY THE CHAIR AND TRADE UNIONS OUTSIDE OF THE FORMAL JCSC PROCESS**

The Service Manager, Organisational Development, presented a report highlighting staffing changes in response to the developing needs of the Licensing function (taxi licensing).

**RESOLVED:**

To note the report.

**37 ANY OTHER ITEM WHICH THE CHAIRMAN CONSIDERS URGENT.**

None.

**38 EXCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED:**

That, the 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 report involves the likely disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972.

**39 STAFFING REVIEW - AUDIT & ASSET MANAGEMENT PASC**

The Service Manager, Audit and Asset Management presented a report, which had been circulated prior to the meeting, regarding staffing structure changes to two service areas following the transfer of responsibility for street lighting and engineering responsibilities to the Parks and Street Care Team.

**RESOLVED:**

To note the report and receive comments from employees and trade union representatives to the proposals for further consideration by JCSC towards the end of the formal consultation period.

The meeting finished at 7.00 pm

Signed by Chair:  
Date: