

**DRAFT MINUTES
JOINT CONSULTATIVE AND SAFETY COMMITTEE**

Tuesday, 28th May, 2013

Councillor John Truscott (Chair)

Councillors:	Steve Ainley(a) Paul Feeney Roland Spencer	Emily Bailey (a) John Parr Sarah Tomlinson
UNISON:	Julie Knowles Alison Markowski	Gill Morley Alan Green (a)

Officers in Attendance: David Archer, Lyndsey Parnell

1 APOLOGIES FOR ABSENCE.

Apologies for absence were received from Councillors Ainley, Bailey and Tomlinson and from Alan Green (Unison).

In the Chair and Vice Chair's absence, Councillor Truscott was appointed as the Chair for the meeting.

2 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 27 FEBRUARY 2013.

RESOLVED:

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

3 DECLARATION OF INTERESTS.

None.

**4 SICKNESS ABSENCE, CURRENT ISSUES FOCUSING ON:
• POINTS OF PARTICULAR CURRENT INTEREST (VERBAL REPORT)
• TRENDS; CURRENT ANALYSIS**

The Service Manager, Organisational Development presented a report outlining trends in sickness absence, outlining measures currently used

by the Council to support the workforce, including a planned suite of training to be delivered to managers and supervisors to improve the consistency of sickness management across the Council.

Members requested additional data as to the cost of sickness to the Council and a breakdown to show absence reflected as a percentage. The Service Manager agreed to provide this information to those Members that had requested specific detail in this format.

RESOLVED:

To note the information.

5

STAFFING ISSUES, CURRENT ISSUES INCLUDING:

- **AWARDS AND RECOGNITION**
- **FORTHCOMING EVENTS**
- **EMPLOYEE RELATIONS**
- **OTHER ISSUES OF CURRENT RELEVANCE/ INTEREST**

The Service Manager, Organisational Development informed Members of current staffing issues including, but not limited to, the Council becoming a City and Guilds and ILM accredited centre, a potential co-location opportunity with the Department of Work and Pensions at the Civic Centre, recent staff briefings carried out by the Chief Executive regarding the Council plan and the current national discussion regarding pay awards for local government employees.

RESOLVED:

To note the information.

6

EMPLOYEE SATISFACTION SURVEY

The Service Manager, Organisational Development, informed Members of a staff satisfaction survey that would be carried out over the coming months.

Members asked that results of the survey be fed back to the Committee.

RESOLVED:

To note the information and request that the Service Manager, Organisational Development bring a report to Committee detailing the results of the survey.

7 ANY MINOR CHANGES TO THE ESTABLISHMENT THAT HAVE BEEN AGREED BY THE CHAIR AND TRADE UNIONS FOR IMPLEMENTATION OUTSIDE THE FULL JCSC PROCESS.

The Service Manager, Organisational Development, presented the report, which had previously been circulated, outlining a minor change to the Establishment which had been agreed with the Chair and Trade Unions outside of the formal committee process.

RESOLVED:

To note the information.

8 ANY OTHER ITEMS WHICH THE CHAIRMAN CONSIDERS URGENT.

None.