

**MINUTES  
JOINT CONSULTATIVE AND SAFETY COMMITTEE**

**Tuesday 25 August 2015**

Councillor Emily Bailey (Chair)

Present: Councillor Tammy Bisset                      Councillor Muriel Weisz  
            Councillor Paul Feeney                      Councillor Paul Wilkinson  
            Councillor Gary Gregory  
Unison: Alan Green                                      Gill Morley  
            Alison Hunt

Absent:                                      Councillor Alex Scroggie, Councillor Sarah Hewson  
  and Councillor John Parr

Officers in Attendance:              J Robinson, D Archer and A Dubberley

**10              APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.**

Apologies for absence were received from Councillors Scroggie and Parr with Councillors Gregory and Bisset attending as substitutes.

**11              TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 16 JUNE 2015.**

**RESOLVED:**

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

**12              DECLARATION OF INTERESTS.**

None.

**13              POLICY ON SMOKING IN THE WORKPLACE**

The Service Manager for Organisational Development presented a report, which had been circulated prior to the meeting, outlining a revised draft of the Council's Smoking in the Workplace Policy.

It was explained that the policy had been revised as a consequence of feedback given by the Appointments and Conditions of Service Committee and the recently established Tobacco Declaration Working Group and that this draft, once comments had been received by this Committee, would be presented to the Appointments and Conditions of Service Committee for adoption.

**RESOLVED:**

To agree that that the Policy is is submitted to Appointments and Conditions of Service Committee for formal adoption.

**14 CURRENT STAFFING ISSUES**

The Chief Executive presented a report, which had been circulated prior to the meeting, giving an update on current items of interest affecting the workforce.

**RESOLVED:**

To note the report.

**15 SICKNESS ABSENCE: SUMMARY OF CURRENT TRENDS**

The Service Manager for Organisational Development presented a report, which had been circulated prior to the meeting, summarising current trends in sickness absence.

Members were pleased to note a continuing overall decrease in absence rates across the council and thanked the Service Manager for his efforts.

**RESOLVED:**

To note the report.

**16 MINOR STRUCTURE CHANGES AGREED OUTSIDE JCSC**

The Service Manager, Organisational Development, introduced a report, which had been circulated prior to the meeting, giving information about one minor change to the establishment that had been agreed outside of the formal committee process

**RESOLVED:**

To note the information.

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

None.

The meeting finished at 6.05 pm

Signed by Chair:  
Date: