

## **JOINT CONSULTATIVE AND SAFETY PANEL**

### **MINUTES OF MEETING HELD ON 22 JULY 2010 at 2:00PM**

**Present:** Councillors J Prince; A Mossop; F Gleaves; F Heathcote and P Whalley.

Union Representatives: M Jewell (GMB); S Sankczuk (GMB); C Sewell (UNISON); J Glynn, (GMB) and B Parker (UNISON).

Officers: K Parker, Acting Director Quality of Life; H Mitchell, Head of Policy and Performance; L Gleed, Human Resources Manager; C Shackley, Human Resources Officer; S Harrison, Health & Safety Officer and C Willoughby, Member Services Technical Support Officer.

Apologies for absence were received from Councillor J Park; Councillor Miss E Woodburn; P Walker, Chief Executive; K Young (GMB); J Kennedy (Unite) and S Mee (UNISON).

#### **JCSP 1/10 Appointment of Chairman and Deputy Chairman**

It was moved by Councillor Gleaves, duly seconded and

**AGREED** – that Councillor F Heathcote be appointed Chairman of the Panel for the current year.

It was then moved by Councillor Heathcote, duly seconded and

**AGREED** – that Councillor F Gleaves be appointed Deputy Chairman of the Panel for the current year.

#### **JCSP 2/10 Minutes**

The Minutes of the meeting held on 29 April 2010 were signed by the Chairman as a correct record.

#### **JCSP 3/10 Health and Safety Report**

Consideration was given to the Health and Safety.

During discussion of this item, it was requested that future Health and safety reports include a comparison with the previous three month period.

Members also requested that any graphs be printed in colour.

**RESOLVED** - that the report be noted.

**JCSP 4/10 Trades Union Consultation Arrangements**

The Panel received a presentation from the Human Resources Manager on Consultation Arrangements.

This included an overview of the Joint Consultative and Safety Panel and its definition as stated in the Council's Constitution, the Single Table Negotiating Group and the Staff Forum.

There followed a discussion regarding the future role of the panel, particularly its importance with regards to Health and Safety.

The Human Resources Manager was requested to produce draft Terms of reference for each group for discussion by the Panel at the next meeting in October 2010.

**RESOLVED** - that

- a) the Presentation be received, and
- b) the Human Resources Manager be requested to produce draft Terms of Reference for each group for discussion by the Panel at the next meeting in October 2010.

**JCSP 5/10 Union Updates**

None.

The meeting closed at 2:55 pm

Chairman .....