

## **JOINT CONSULTATIVE AND SAFETY PANEL**

### **MINUTES OF MEETING HELD ON 23 OCTOBER 2008**

**Present:** Councillors J Park (Chairman), F Heathcote and K Hitchen.

Union Representatives: M Jewell (GMB)(Deputy Chairman), A Southward (Unison), S Sankczuk (GMB) and Judith Glynn (GMB).

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

Apologies for absence were received from Councillor N Williams; Councillor P Whalley; L Murphy, Chief Executive and S Mee (Unison).

#### **JCSP 8      Appointment of Chairman**

It was moved, duly seconded and **AGREED** that Councillor Park be appointed Chairman and Mrs M Jewell be appointed Deputy Chairman for the current municipal year.

#### **JCSP 9      Minutes**

The Minutes of the meeting held on 24 July 2008 were signed by the Chairman as a correct record.

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

Consideration was given to the Health and Safety Report for the first half of 2008/09.

Members noted that only one accident had been reported in the first quarter and twelve accidents reported in the second quarter giving a total of thirteen in the first half of 2008/09. This figure was identical to the same period last year.

Of the thirteen accidents reported, only two were RIDDOR reportable (i.e. resulting in an absence from work of three days or more)

Members asked if there was any pattern of accidents and were advised that there was not.

The Panel welcomed the Risk Assessment campaign.

It was noted that the Health and Safety Officer position remained vacant and Members were updated on the attempts to recruit for this post. It was proposed that a further attempt to recruit be made and if not successful, the Personnel Panel may be approached to approve a Market Supplement. The possibility of in-house recruitment with training being provided was also being considered.

The Panel asked if Flu jabs were to be made available to Council employees. The Human Resources Manager advised that individuals should approach their own GPs if they required the Flu jab. The Occupational Health adviser would also be approached for guidance/clarification and all Council employees would be advised by email.

**RESOLVED** - that

- a) the report be noted, and
- b) the Human Resources Manager approach the Occupational Health adviser for guidance on the Flu jab and all Council employees be advised by email.

**JCSP 11      Union Updates**

A meeting was to be arranged shortly between Management and the Unions to review Recognition Agreements.

Members of the Panel were updated on the Annual Pay Award which had gone to arbitration. An item was to be included in the next Team Talk.

**JCSP 12      Any Other Business**

The Panel were asked to review areas they wished the Agenda to cover. Suggestions to be brought to the next meeting

**RESOLVED** – that suggestions for areas for the Agenda to cover be brought to the next meeting.

The meeting closed at 2:40pm

Chairman