

JOINT CONSULTATIVE AND SAFETY PANEL

MINUTES OF MEETING HELD ON 23 APRIL 2009

Present:

Councillors J Park; F Heathcote; K Hitchen and N Williams.

Union Representatives: J Glynn (GMB); M Jewell (GMB)(Deputy Chairman) C Sewell (UNISON) and S Sankczuk (GMB).

Officers: L Gleed, Human Resources Manager; H Mitchell, Head of Policy and Performance and C Willoughby, Member Services Technical Support Officer.

Apologies for absence were received from Councillor P Whalley and S Mee (UNISON).

JCSP 17 Appointment of Chairman

In the absence of Councillor Park at the start of the meeting, it was moved, duly seconded and **AGREED** that Ms J Glynn be appointed Chairman for this meeting.

JCSP 18 Minutes

The Minutes of the meeting held on 22 January 2009 were signed by the acting Chairman as a correct record.

JCSP 19 Arrangement of Agenda

With the agreement of the acting Chairman, an extra item on the timings of future meetings was added to the agenda.

JCSP 20 Health and Safety Report

Consideration was given to the Health and Safety Report for Quarter 4 of 2008/09.

Members noted that the Accidents and Incidents full year total for 2008/9 was 25 compared with 37 for the previous year.

Although the overall trend was down, an area of concern was the number of road traffic accident related incidents. It was noted that these were not necessarily the fault of Copeland Borough Council employees. As a result appropriate training on 'evasive' driving was being planned.

Members were further updated on the vacant Health and Safety Officer position. An attempts to recruit for this post appeared successful, however the candidate decided not to take up the role. It was now intended to incorporate Emergency Planning responsibilities into this role and the vacancy is to be readvertised. With regard to Risk Assessments, it was noted that some departments did not have them in place. Plans were in place to improve the recording and sharing of risk assessments, using the Covalent performance management software as a central, accessible library.

Members were advised that the current Health & Safety Policy and arrangements had been reviewed, would be reissued shortly and also made available on the intranet.

RESOLVED - that the Quarterly Health and Safety Report be noted.

JCSP 21 Sickness Absence 2008-2009

Consideration was given to the Sickness Absence 2008-2009 Report.

Members noted the Best Value Performance Indicator 12 figure had reduced from 13.1 days sick per employee in 2007/08 to 11.2 days in 2008/09.

It was noted that there were still actions to be taken to address the Council's high level of sickness absence. These included Accommodation issues in the Atrium; More support from Occupational Health; Review of HR's policy regarding Compassionate Leave and Flexible Working; More guidance and support for Managers through training and development; Use of a new HR system to improve collection of information regarding sickness.

RESOLVED - that the Sickness Absence 2008-2009 Report be noted.

JCSP 22 Union Updates

It was requested that the results of the recent consultation regarding Christmas closure be put into a report and presented to the next meeting of this panel.

JCSP 23 Timings of Future Meetings

The Panel discussed an email received from Councillor Whalley regarding the timings of Joint Consultative and Safety Panel meetings.

Due to work commitments, Councillor Whalley was unable to attend meetings in the afternoon and asked if the Panel would consider alternating meetings between the morning and afternoon.

The Member Services Technical Support Officer was asked to review future meetings of this Panel, bearing the request in mind.

RESOLVED - that the Member Services Technical Support Officer be asked to review future meetings of this Panel to alternate between mornings and afternoons

The meeting closed at 2:45pm

Chairman