

Members/Trades Unions Joint Consultation & Safety Panel

Minutes of the meeting held on Wednesday 28 November 2018, at the Town Hall, Royal Leamington Spa at 4.30pm.

Present:

Employer's representatives: Councillors Coker, Heath and Parkins.

Trades Unions' representatives: Mr Lynch, Mr Mulryan and Ms Outridge.

Also Present: Mr Carden (Building Manager & H&S Co-ordinator), Mrs Dolphin (HR Manager) and Mrs Dury (Principal Committee Services Officer)

In the absence of Mr Crump, Councillor Coker chaired the meeting.

7. Substitutes and Apologies

Ms Outridge substituted for Mr Crump.

8. Declarations of Interest

Councillor Parkins highlighted to the forum that she was a member of Unison and a work place representative at her place of work.

9. Minutes

The minutes of the meeting held on 30 May 2018 were taken as read and signed by the Chairman as a correct record. The record of the meeting held 30 August 2018 was noted.

10. Workplace Health, Safety and Welfare Inspections – Warwick District Sites – March 2018

The Panel considered a report from the Warwick District Unison Branch Appointed Health & Safety Representative, Mr Mulryan, which spelt out the important role Trades Unions had in improving safety and welfare in workplaces. The report detailed inspections carried out and the findings of those inspections.

Of particular concern during the inspections was the risk of Legionella bacteria in water systems in Council owned buildings and Appendix III to the report was a risk assessment for Legionella Control at the Town Hall. Appendix V detailed existing protective and preventative measures in place and Appendix VI stated the existing protective and preventative measures in places in respect of the issues found during the inspections.

Mr Mulryan explained that the health and safety regime would now be more adaptive with emphasis focussing on protective measures.

Members were pleased to note that action had been taken in respect of risks found and that reports would be made to the Panel about protective measures.

Resolved that the report be noted.

11. Corporate Health and Safety - Update

The Panel considered a briefing paper from the Building Manager and Health & Safety Coordinator which summarised the Council's current position to Corporate Health and Safety including recommendations and an action plan in response to the Union report in Minute 10.

The Panel were informed that subsequent to the inspections carried out in conjunction with the Union, and the Legionella risks identified, work was ongoing to ensure that records and schematics were kept for flushing water systems.

A trial of a body camera was now in place for lone workers, with the intention to trial another camera after Christmas.

Work was also being undertaken to tackle staff stress issues and how these were dealt with.

Resolved that the report be noted.

12. 2019/20 NJC Pay Award Implementation

The Panel considered a report from Human Resources explaining the proposed implementation of the NJC 2019/20 Pay Award.

The National Employers and Trade Unions agreed a two year pay deal for staff on NJC Terms and Conditions for 2018/19 and 2019/20. This would affect approximately 460 staff across the Council, not including apprentices and those on JNC Terms and Conditions.

The pay award had two parts to the deal, a straightforward percentage increase for 2018/19 and more complex grade changes for 2019/20. This was to address responding to the pressures of the National Living Wage and because of the need for longer term sustainability.

Panel Members were informed that the lowest point of the new grading system was above the National Living Wage.

Resolved that the report be noted.

13. People Strategy Update

The Panel received a verbal update from the Human Resources Manager that provided information on the work being undertaken by the People Strategy Steering Group.

The Human Resources Manager explained that the Employee Code of Conduct had been updated to be more stringent and staff would now be required to declare interests.

The Council had achieved silver accreditation for the Investors in People award in September; previously, the Council had achieved bronze accreditation.

232 staff had signed up to the Council's Health & Wellbeing scheme. A new push would be made to get more staff on the scheme, which had been received very positively. It was possible that a further roll-out of the scheme might be made to Councillors in June 2019.

(The meeting ended at 5.35 pm)