

MEMBERS/TRADES UNIONS JOINT CONSULTATION AND SAFETY PANEL

Minutes of the meeting held on Wednesday, 5 October 2005 at the Town Hall, Royal Leamington Spa at 4.30 p.m.

PRESENT:

Employers' side: Councillors Mrs Begg and Holland (Chair).

Trades Unions' side: Mr A Crump, Mr J Lynch, Mr A Rybicki and Mrs J Webb

Apologies for absence were received from Councillor Short.

(Councillor Mrs Begg substituted for Councillor Copping and Mr A Crump substituted for Mr A E Foster)

505. DECLARATIONS OF INTEREST

There were no declarations of interest

506. MINUTES AND MATTERS ARISING

The minutes of the meeting held on 6 July 2005 were taken as read and signed by the Chairman as a correct record.

The Health & Safety Advisor informed the meeting that he had not received a copy of the maintenance contract for the Town Hall Clock, but he would follow this up with the Head of Service and report back to the next meeting.

Councillor Mrs Begg, raised the matter of security at Riverside House on behalf of Councillor Copping. The Panel had agreed to reconsider submitting a bid for additional resources for a security guard to be posted at reception, following the failure of the bid last year.

The Health and Safety Advisor, informed the meeting that in his opinion, taking into consideration the reports submitted to this panel previously involving members of the public in reception and at least two additional bids for resources to post a security guard at reception and the current cash handling arrangements at reception, if an incident was to occur where a member of staff was harmed, it would be extremely hard to defend any subsequent legal action against this authority. Therefore in his opinion that the Council was failing to show a duty of care for employees.

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Taking this into consideration and following advice from the Committee Services Officer it was agreed to hold an additional meeting of the Panel to consider this matter at 4.30pm on Wednesday 19 October 2005, where the Joint Chairs of the Panel will submit a proposal for consideration. Concern was expressed by Mr A Rybicki, that since the last meeting, there had been no change in the security arrangements at the Town Hall in relation to the reported incident regarding the member of the public, who was known to have criminal convictions for violence, who had been able to enter the Town Hall, undetected and unchallenged, trying to find the CCTV control room. The Panel shared the concerns of Mr A Rybicki.

The Health & Safety Advisor again stated that taking into consideration the previous reports to this panel, recording incidents at the Town Hall and the concern expressed by this panel if an incident was to occur where a member of staff was harmed, it would be extremely hard to defend any subsequent legal action against this authority. Therefore in his opinion the Council was failing to show a duty of care for employees.

Councillor Mrs Begg stated that in her opinion it should be possible to introduce an electronic entry system for the Town Hall, where staff and councillors could gain access as they do at Riverside House. This would also restrict members of the public access to the building and allow for them to be signed in and accounted for accordingly.

It was agreed by the panel that this matter should also be considered at the meeting on 19 October 2005.

507. ACCIDENT REPORT

The Panel considered a report from the Health and Safety Advisor advising them of the accidents during the period 1 April 2005 to 23 June 2005.

During the period there were no accidents which required statutory notification and three other accidents which did not require statutory notification details of which were all contained within the report.

The Health and Safety Advisor informed the meeting that the one of the incidents involving Leisure and Amenities staff were subject of insurance claims via UNISON and the Panel agreed not to discuss the item.

RESOLVED that the reported be noted.

508. HSE MANAGEMENT STANDARDS FOR TACKLING WORK RELATED STRESS – THE WILLING 100 PROJECT

The panel considered a report from the Corporate Personnel Services and the Stress Management Steering Group informing the panel that the Council had been chosen to take part of the Health and Safety Executive pilot programme,

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known as the willing 100 project and to provide further information on the project.

The Health and Safety Executive intended to work with 100 organisations, of which 30 will be local authorities, over an 18 month period to help them implement management standards properly for stress related health problems arising from work matters. During this time there will be considerable free support from both the Health and Safety Executive and ACAS (Arbitration and Conciliation Service).

The assistant Chief Executive (Personnel) informed the meeting that the first part of this was the questionnaire on stress which had been made available for all members of staff to complete. The target was for 50% of staff to return the questionnaire and to date 40% had done this. A reminder would be issued to all staff next week.

RESOLVED that the reported be noted.

(The meeting ended at 5.30 p.m.)