

MEMBERS/TRADES UNIONS JOINT CONSULTATION AND SAFETY PANEL

Minutes of the meeting held on Tuesday 5 January 2010, at the Town Hall, Royal Leamington Spa at 4.30pm.

PRESENT:

Employers representatives: Councillors Barrott and Copping.

Trades Unions representatives: Mr Chapleo, Mr A Crump and Mr Foster

Apologies for absence were received from Mr Lynch.

1. APPOINTMENT OF JOINT CHAIRS

It was considered that a chair from both the Employer's side and from the Trades Unions side be appointed to share the responsibility for chairing the meetings during the next municipal year. However, as there were only two members present representing the Employer's side, it was agreed that their nomination be postponed until the next meeting. The representatives from the Trades Unions side nominated Mr Chapleo as their Chair for future meetings and all those present agreed that Mr Chapleo take the Chair for this meeting.

RESOLVED that

- (1) Mr Chapleo be appointed as the Chair for the Trades Unions side; and
- (2) that the appointment for a Chair from the Employer's side be postponed until the next meeting.

It was agreed that the Trades Union's side would Chair this meeting because the Employers side had yet to agree their appointment of Chair.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES

The minutes of the meetings held on 8 April 2009 and 6 May 2009 were taken as a correct record.

4. ACCIDENT REPORT (ACCIDENTS FROM START OF MARCH 2009 – END OF AUGUST 2009)

The Panel considered a report from the Health and Safety Advisor that summarised the accidents that had occurred between the start of March 2009

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and the end of September 2009. The report included a table that showed comparative accident data tracked over the same period.

Members were concerned that a considerable amount of time had lapsed since some of the accidents happened and measures being put in place to avoid repeat occurrences, in one particular instance because an insurance claim was being investigated. Member's requested clarification on whether there was a specific timescale in which revised measures should be in place by and whose responsibility it was to follow up on these issues. The Deputy Chief Executive (AJ) advised the Panel that he would consult the policy, look into the details of the particular incident in question and communicate his findings to them before the next meeting.

The Panel discussed the review due to be undertaken into the wearing of appropriate footwear for specific members of staff and whether the Council had a statutory duty to supply this.

The panel discussed the signage review that had taken place at the Council's car parks but it was noted that members of staff were still using the slopes in multi storey car parks rather than the designated stairwells. The Health and Safety Advisor agreed to bring this to the attention of the relevant managers.

It was agreed that the Health and Safety Advisor would report back to the Panel at the next meeting on what progress had been made regarding the issues raised above.

RESOLVED that the report be noted.

5. OFFICER EMPLOYMENT PROCEDURES

The panel received a report from Members' Services bringing forward amendments to the Officer Employment Procedure rules following suggested amendments from the Panel in July 2008.

The amended rules were attached as an appendix to the report and it was advised that these be recommended to Employment Committee for them to endorse and pass to Council.

Councillor Copping was concerned regarding the wording of 'partner' in paragraph 1.a.i. and it was agreed that clarification would be sought on the official wording that could be used. The Deputy Chief Executive (AJ) advised the Panel that he would consult with Human Resources on the correct wording.

There were a few grammatical alterations that needed to be made and it was decided that an amended version would be communicated to the Panel before it was submitted to the Employment Committee on 19 January 2010.

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RESOLVED that, once the grammatical amendments had been made, the report be recommended to Employment Committee for them to endorse and pass to Council.

(The meeting ended at 5.35 pm)