

JOINT EMPLOYEE COUNCIL

Minutes of the Meeting held on Wednesday, 18th October 2017 at Worksop Town Hall

Present:

Employer's Representatives:

Councillors J Evans, M T Gray and J Sanger.

Employee Representatives:

K Circuit (Chair), R Parr and J Whalley.

Officers in attendance: K Childs and B Pinkney.

(Meeting commenced at 3.07pm.)

(The Chair welcomed all to the meeting and read out the Fire Alarm/Evacuation Procedure. He also enquired as to whether any member of the public wished to film/record the meeting or any part thereof; however, there were no members of public present.)

12. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor C Entwistle and employee representative T Walstow.

13. DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

(a) Members

There were no declarations by Members.

(b) Officers

There were no declarations of interest by officers.

14. MINUTES OF MEETING HELD ON 12TH JULY 2017

RESOLVED that the Minutes of the meeting held on 12th July 2017 be approved.

15. MINUTES FOR ACTION

RESOLVED that the Minutes for Action be received.

16. OUTSTANDING MINUTES LIST

RESOLVED that the Outstanding Minutes List be received.

SECTION A – ITEMS FOR DISCUSSION IN PUBLIC

Key Decisions

None.

Other Decisions

17. REPORT OF THE EMPLOYER'S REPRESENTATIVES

(a) Alcohol and substance abuse at work policy and procedure

Members were presented with a report that proposes a revised Alcohol and Substance Abuse at Work Policy and Procedure. An updated report was tabled at the meeting.

Members were advised that following a fatal accident injury that was conducted by the Sherriff's Court in Glasgow, into the death of six people who died when a bin lorry mounted a pavement in Glasgow City Centre a number of recommendations were published that identified areas which required consideration, to ensure that organisations operate safe practices in ensuring public safety.

It was noted that this was followed up by specific recommendations made by the Local Government Association to identify as best practise a number of processes and checks.

The Council has been working through the various recommendations in order to ensure that any necessary changes to policies and processes are addressed. As part of this work, the twelve member authorities of Nottinghamshire and Derbyshire Fleet and Transport Managers have worked together to review the recommendations and agree a set of recommendations. One of these was focussed on random alcohol and drugs testing of safety critical staff.

Members were advised that the council has commenced a review of the Alcohol and Substance Abuse at Work Policy and Procedure through the policies working group, which comprises of management and trade union representatives.

Members were advised that random and 'with cause' testing would be undertaken by suitable external providers with controlled processes for testing and handling of results.

RESOLVED that the report and the attached draft be noted, and to carry out a period of consultation with a view to finalising the Alcohol and Substance Abuse at Work Policy and Procedure for agreement at the next JEC.

SECTION B – ITEMS FOR DISCUSSION IN PRIVATE

Key Decisions

None.

Other Decisions

18. LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

RESOLVED that, in accordance with Part 1 of Schedule 12A of the Local Government Act 1972, and after considering the public interest test as set out by the officer in the body of the report, Members agreed that the following items of business involved the likely disclosure of exempt information as defined in Paragraph 4, and therefore, in accordance with Section 100A of the Act, the press and public be excluded from the meeting:

Agenda Item No.7(a) – Pay and Grading Review – Paragraph 4

Agenda Item No.7(b) – Review of Agency Workers – Paragraph 4

SECTION B – ITEMS FOR DISCUSSION IN PRIVATE

Key Decisions

None.

Other Decisions

19. REPORT(S) OF THE EMPLOYER'S REPRESENTATIVES

(a) Pay and Grading Review

Members were given an update outlining progress on the Pay and Grading Review. The HR Service Manager advised that the focus has now turned to the pay modelling stage. Members were advised of the next stages of the review.

Members discussed the impact of job evaluation when staff leave and when job duties change.

RESOLVED that the report be noted.

(b) Agency Workers

Members were updated on the use of agency workers and consultants for the period 1st April 2017 to 30th June 2017. The data was appended to the report with a years' worth of data for comparison.

The data was discussed by Employee Representatives and elected Members.

RESOLVED that:

1. The report on the use of agency workers and consultants be noted.
2. In order to seek to reduce the incidence of agency workers, managers be required to complete the quarterly monitoring form and data be reported to the Joint Employee Council.

20. ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS TO BE URGENT

As there was no other urgent business to discuss, the Chair thanked everyone for their attendance and closed the meeting.

(Meeting closed at 3.45pm.)