

## **JOINT EMPLOYEE COUNCIL**

### **Minutes of the virtual meeting held on MS Teams on Wednesday 8<sup>th</sup> July 2020**

#### **Present:**

##### **Employer's Representatives:**

Councillors C Entwistle, J Evans, D G Pidwell, J M Sanger MBE and J White.

##### **Employee Representatives:**

M Basset, K Circuit (Chair), J Common, P Lee, R Parr and J Whalley.

##### **Officers in attendance:**

K Childs, E Hinsley and J Lavender.

(Meeting commenced at 3.00pm.)

The Chair welcomed all to the first virtual Joint Employee Council and explained that councils have been enabled to hold virtual meetings in order to allow business to be conducted while maintaining social distancing due to the outbreak of Covid-19. He then introduced Members and Officers by doing a roll call. The Chair outlined that in the event of the livestream failing or Members losing connection the meeting would be adjourned to allow the connection to be re-established. He also reminded participants to take appropriate safety precautions from their place of livestreaming.

#### **29. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor M W Quigley MBE.

#### **30. DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS**

##### **(a) Members**

There were no declarations of interest by members.

##### **(b) Officers**

There were no declarations of interest by officers.

#### **31. MINUTES OF MEETING HELD ON 15<sup>TH</sup> JANUARY 2020**

**RESOLVED** that the Minutes of the meeting held on 15<sup>th</sup> January 2020 be approved.

#### **32. MINUTES FOR ACTION**

**RESOLVED** that the Minutes for Action be received.

#### **33. OUTSTANDING MINUTES LIST**

**RESOLVED** that the Outstanding Minutes List be received.

## **SECTION A – ITEMS FOR DISCUSSION IN PUBLIC**

### **Key Decisions**

None.

### **Other Decisions**

#### **34. LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

##### **(a) Driving Policy and Procedure**

Members were presented with the proposed Driving Policy and Procedure. Historically individual service areas have communicated requirements to staff driving in the course of their duties however, it is now considered more appropriate to have a single, corporate Driving Policy and Procedure to ensure consistency across the Council. The policy has been developed in regular consultation with the trade unions. The Principal Operational Services Manager has been primarily consulted, along with Heads of Service and relevant managers. A new position of Fleet and Transport Operations Manager has also been created and part of their remit will be to ensure a corporate approach to transport operations.

Members commented that this was an excellent idea and they were pleased with the consultation process. Members also thanked officers involved for their efforts.

An employee representative asked whether employee's personal effects would be covered by the policy. The Human Resources Service Manager advised that personal property should not be left in vehicles as it is unsafe and could invite theft or damage to the vehicle.

**RESOLVED** that the draft Driving Policy and Procedure be agreed and recommended to Cabinet.

### **SECTION B – ITEMS FOR DISCUSSION IN PRIVATE**

#### **Key Decisions**

None.

#### **Other Decisions**

#### **35. LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

**RESOLVED** that, in accordance with Part 4 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. 6(a) – Pay and Grading Review – Paragraph 4

Agenda Item No. 6(b) – Review of Agency Workers – Paragraph 4

### **SECTION B – ITEMS FOR DISCUSSION IN PRIVATE**

#### **Key Decisions**

None.

#### **Other Decisions**

#### **36. REPORT(S) OF THE EMPLOYER'S REPRESENTATIVES**

(a) Pay and Grading Review

Members were provided with a final update following the implementation of the Pay and Grading Review on 1<sup>st</sup> April 2020.

**RESOLVED** that the report be noted.

(b) Review of Agency Workers

Members were presented with a report, which is a standing item, on the review of the use of agency workers and consultants for the period 1<sup>st</sup> January to 31<sup>st</sup> March 2020.

**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.

**37. 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 3:50pm)