

# **CHESHIRE EAST COUNCIL**

Minutes of a meeting of the **Staffing Committee**  
held on Thursday, 24th October, 2013 at Committee Suite 1,2 & 3, Westfields,  
Middlewich Road, Sandbach CW11 1HZ

## **PRESENT**

Councillor R Domleo (Chairman)  
Councillor H Murray (Vice-Chairman)

Councillors J Jackson, D Marren, B Moran (Sub for Cllr D Brown), B Murphy  
and D Newton

## **Councillors in Attendance**

Councillors F Keegan and A Moran

## **Union Representatives**

Craig Nicholson – UNISON  
Jonathan Shaw – UNISON  
Shawn Reed - GMB

## **Officers**

Mike Suarez, Chief Executive  
Paul Bradshaw, Head of HR and Organisational Development  
Melanie Henniker, Principal Manager HR Delivery  
Sally Gold, Legal Services  
Brian Reed, Head of Governance and Democratic Services (Item 38 only)  
Bronwen MacArthur-Williams, Health and Safety Manager (Item 38 only)  
Rachel Graves, Democratic Services

## **34 APOLOGIES FOR ABSENCE**

Apologies were received from Councillor D Brown and UNISON  
representatives Olga Kokkinis, Tracey Evans and Tony Caffery.

## **35 DECLARATIONS OF INTEREST**

Councillor J Jackson declared that she was a member of GMB.

## **36 PUBLIC SPEAKING TIME/OPEN SESSION**

There were no members of the public present.

## **37 MINUTES OF PREVIOUS MEETINGS**

### **RESOLVED:**

That the minutes of the meetings held on 25 July 2013 and 6 September  
2013 be approved as a correct record.

## 38 HR UPDATE

The Head of HR and Organisational Development, aided by the HR Delivery Manager and the Health and Safety Manager, presented a report which provided a general update on Human Resource Issues, including Health and Safety, Organisational Development and HR Delivery.

In Quarter 1 a total of 1531 accidents and 187 incident reports were entered onto PRIME, of which 44 were RIDDOR reportable to the Health and Safety Executive. In Quarter 2 a total of 1291 accidents and 177 incidents were entered onto PRIME, of which 33 were RIDDOR reportable.

The Fire Prevention Policy was presented to Members for consideration. Clarification was sought that arrangements were in place in both corporate and schools premises regarding evacuation responsibilities. It was requested that the Policy identified this responsibility. The policy would be presented to the Corporate Health and Safety Forum in December for approval.

Initial meetings had been held with HM Assist/PPC, the supplier of the Employee Assistance Programme, with regard to the implementation plan. Once the contract has been signed by both parties, the supplier can immediately launch the programme for all employees. Following the launch there would be an extensive range of promotional activities to raise awareness amongst all employees about what the programme included, how to access it, to stress confidentiality and answer any related questions.

In October an innovative pilot scheme was launched aimed at reducing the amount of time employees are absent from work due to musculo-skeletal problems. The pilot provides early access to expert advice and included a phone-back service for employees reporting themselves sick with such a condition.

The Collaborative Leadership Programme was now in its third year. The programme was aimed at ambitious and aspiring senior and middle managers and offered a 9 month programme of challenging, engaging and stimulating learning and development experiences, set within the context of the public services transformation agenda and the implications for future leaders. The Council had secured fourteen places on the programme.

### **RESOLVED:** That

- (1) The HR Update Report be noted.
- (2) The Fire Prevention Policy be approved, subject to the suggested amendment.

### 39 ITEMS REQUESTED BY TRADE UNIONS

The Trade Union representatives raised the following item:

#### Alternative Service Delivery Vehicles

The Trade Union representatives wished to recognise the excellent work currently being done in setting up of the Alternative Service Delivery Vehicles and asked that the Council continue the positive dialogue with employees. However there were recognised flaws in the process i.e. lack of communication and transparency and asked that these areas be addressed urgently.

They asked that when the next tranche of delivery options were being considered that open and transparent dialogue takes place, both with the recognised Trade Unions and with front line employees facing uncertainty over the proposed changes.

In response the Committee asked that the Chief Executive ensure that the Trade Unions and all other stakeholders are involved in the consultations.

### 40 EXCLUSION OF THE PRESS AND PUBLIC

#### **RESOLVED:**

That the press and public be excluded from the meeting during the consideration of the following items pursuant to Section 100(A)4 of the Local Government Act 1972 as amended on the grounds that they involved the disclosure of exempt information as defined in Paragraph 4 of Schedule 12A of the Local Government Act 1972 and public interest would not be served in publishing this information.

Paragraph 4 – Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or officers-holders under the authority.

### 41 ITEMS REQUESTED BY TRADE UNIONS

The Trade Union representatives raised issues in relation to the following items:

- Incremental Progression
- Christmas Closedown
- Management Restructure

The meeting commenced at 2.00 pm and concluded at 4.30 pm

Councillor R Domleo (Chairman)