

# Joint Staff Advisory Committee 3 March 2021

STRONGER together



**Time:** 2.30pm

**PLEASE NOTE:** This will be a 'virtual meeting', held remotely in accordance with section 78 of the Coronavirus Act 2020 and section 13 of the related regulations.

Members of the press and public can view the meeting by clicking on the link provided on the agenda page on the Council's website or calling the number provided.

Instructions for members of the committee, officers and other participants to join the meeting have been circulated separately.

## **Membership:**

**Councillors:** Councillor Stephen Holt (Chair); Councillor Chris Collier (Vice-Chair); Councillors Jane Lamb, Isabelle Lington, James MacCleary and Colin Swansborough

**Staff Representatives:** Chris Earp (Unison), Adediran Kujore (Unison), Linda Farley (Staff Group Representative) and Hilary Mitchell (Staff Group Representative)

**Quorum:** 3 (1 Councillor from each Council and 1 Staff Representative)

*Published: Monday, 22 February 2021*

## **Agenda**

### **1 Introductions**

### **2 Apologies for absence/Declaration of substitute members**

### **3 Declarations of interest**

Disclosure by councillors of personal interests in matters on the agenda, the nature of any interest and whether the councillor regards the interest as prejudicial under the terms of the Code of Conduct.

### **4 Minutes (Pages 5 - 8)**

To confirm and sign the minutes of the previous meeting held on 7 December 2020 (attached herewith).

## **5 Urgent items**

Items not on the agenda which the Chair of the meeting is of the opinion should be considered as a matter of urgency by reason of special circumstances as defined in Section 100B(4)(b) of the Local Government Act 1972.

## **6 Grievance Policy (Pages 9 - 30)**

Report of Head of Human Resources

## **7 Drugs and Alcohol Policy (Pages 31 - 54)**

Report of Head of Human Resources

## **8 Exclusion of the public and press**

To consider, under Section 100(A) of the Local Government Act 1972 (as amended), excluding the public and press from the meeting during the discussion of Items 9, 10, 11 and 12 on this agenda as there are likely to be disclosures of exempt information as defined in paragraphs 1, 2 and 4 of Part 1 of Schedule 12A of the Act.

## **9 Sickness Absence Quarter 3 2020/21 (Pages 55 - 68)**

Report of Head of Human Resources

## **10 3rd Quarter 2020/21 Accident Report (Pages 69 - 78)**

Presentation by the Specialist Advisor - Health and Safety

## **11 Consideration of matters raised by the employees' side**

To consider any matters raised by the employees' side in respect of the items on this agenda.

## **12 Consideration of health and safety matters raised by the employees' side**

To consider any matters raised by the employees' side in respect of health and safety.

## **13 Date of next meeting**

To note that the next meeting of the Joint Staff Advisory Committee which is scheduled to commence at 2:30pm on Monday, 14 June 2021, will take place in a virtual capacity, via Microsoft Teams, and in accordance with section 78 of the Coronavirus Act 2020 and section 13 of the related regulations.

## Information for Councillors

**Disclosure of interests:** Members should declare their interest in a matter at the beginning of the meeting.

In the case of a disclosable pecuniary interest (DPI), if the interest is not registered (nor the subject of a pending notification) details of the nature of the interest must be reported to the meeting by the member and subsequently notified in writing to the Monitoring Officer within 28 days.

If a member has a DPI or other prejudicial interest he/she must leave the room when the matter is being considered (unless he/she has obtained a dispensation).

## Democratic Services

For any further queries regarding this agenda or notification of apologies please contact Democratic Services.

**Email:** [committees@lewes-eastbourne.gov.uk](mailto:committees@lewes-eastbourne.gov.uk)

**Telephone:** 01273 471600

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