

# Joint Staff Advisory Committee

5 January 2023\*

STRONGER together



## Time and venue:

**2.30 pm in the Ditchling and Telscombe Rooms, Southover House, Southover Road, BN7 1AB.**

(\*This meeting was originally scheduled to be held on Monday, 12 December 2022, but was postponed until Thursday, 5 January 2023 due to a lack of quorum as a result of bad weather).

## Membership:

**Chair: Linda Farley (Staff Group Representative)**

**Vice-Chair: Councillor Isabelle Linington**

**Councillors Chris Collier, Penny di Cara, Stephen Holt, James MacCleary, Colin Swansborough.** (Reserves: Councillors Jonathan Dow, Tony Freebody and Alan Shuttleworth).

**Staff side: Joshua Cooper (UNISON), Abbey Dunn (UNISON), Hilary Mitchell (Staff Group Representative) and Lynda Walker (UNISON).**

*Published: Monday 12 December 2022*

# Agenda

## 1 Minutes. (Pages 5 - 8)

To confirm and sign the minutes of the previous meeting held on 13 June 2022 (attached herewith).

## 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 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.

## 5 Update on Safer Driving campaign. (Pages 9 - 20)

Report of Assistant Director of HR and Transformation

**6 Verbal update from Director of HR and Transformation/Head of HR.**

**7 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 8, 9, 10, 11, 12 and 13 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.

**8 Review of Lewes and Eastbourne Councils Corporate Health and Safety Management System. (Pages 21 - 46)**

Report of Specialist Advisor - Health and Safety

**9 2nd Quarter Accident Statistics. (Pages 47 - 62)**

Report of Specialist Advisor - Health and Safety

**10 Sickness Absence Quarter 1 2022/23. (Pages 63 - 74)**

Report of Head of Human Resources

**11 Sickness Absence Quarter 2 2022/23. (Pages 75 - 88)**

Report of Head of Human Resources

**12 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.

**13 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.

**14 Date of next meeting.**

To note that the next meeting of the Joint Staff Advisory Committee is scheduled to commence at 2:30pm on Wednesday, 1 March 2023, in the Court Room, Eastbourne Town Hall, Grove Road, Eastbourne, East Sussex, BN21 4UG.

## **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.

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