

Joint Staff Advisory Committee

Minutes of the meeting held in Room 209/210 on the Second Floor, The Marine Workshops, Railway Quay, Newhaven, East Sussex, BN9 0ER, on 4 December 2023 at 2.30pm

Present:

Staff Group Representative: Linda Farley (Deputy-Chair in the Chair)

Councillors: Penny di Cara, Nikki Fabry (Substitute), Stephen Gauntlett, Wendy Maples and Colin Swansborough

Staff Side Representatives: Ann Melia (UNISON) and Jed Murray (UNISON)

Officers in attendance: Robert Cottrill (Chief Executive), Becky Cooke (Director of Tourism, Culture and Organisational Development), Becky Holloway (Health and Safety Manager) and Jennifer Norman (Committee Officer, Democratic Services)

27 Election of Deputy-Chair

Prior to the election of Deputy-Chair, the Chief Executive welcomed all those present, including two new Staff Side Representatives, Ann Melia (UNISON) and Jed Murray (UNISON).

Resolved:

That Linda Farley (Staff Group Representative), be elected as Deputy-Chair of the Joint Staff Advisory Committee for the remainder of the 2023/2024 municipal year.

28 Minutes

The minutes of the meeting held on 13 September 2023 were submitted and approved, and the Chair was authorised to sign them as a correct record.

29 Apologies for absence/Declaration of substitute members

Apologies for absence were received from Councillors Chris Collier and Stephen Holt (Chair). It was declared that Councillor Nicky Fabry would be acting as Substitute for Councillor Collier for the duration of the meeting.

Apologies for absence were also received from Clare Boorman (UNISON), Helen Knight (Head of HR) and Hilary Mitchell (Staff Group Representative).

30 Declarations of interest

There were none.

31 Urgent items

There were none.

32 Verbal update from the Director of Tourism, Culture and Organisational Development

The Committee received a verbal update from the Director of Tourism, Culture and Organisational Development (DTCOD) in respect of various initiatives across Lewes District and Eastbourne Borough Councils.

The DTCOD highlighted the All-Staff Conference held in November 2023 and thanked the Employees' Side Representatives, Ann Melia and Jed Murray, for their contributions regarding UNISON's involvement in the conference. The DTCOD noted that many staff said that they were pleased and expressed their gratitude, and she thanked staff for their feedback and involvement.

The DTCOD further highlighted that the overall atmosphere appeared positive and upbeat during the All-Staff Conference, despite the messages shared by the Directors regarding challenges faced by local authorities across the country.

The Employees' Side noted that the All-Staff Conference was a great way to engage with staff, with many staff expressing their happiness with the support they had been given by UNISON. The Employees' Side further noted that it had been working with the DTCOD and the Head of HR regarding resolving staff concerns, and it welcomed the opportunity for its new representatives, Clare Boorman and Ann Melia, to engage in the process.

The DTCOD reiterated the Employers' Side continued support regarding ways it could help UNISON increase its membership.

Further discussions included the recent staff wellbeing day held in Newhaven, the new staff forum and the recent pay award which was agreed on 2 November 2023. The Committee expressed its gratitude to the Councils' Payroll team for already implementing the backdated pay award from 1 April 2023.

Resolved: That the verbal update by noted.

33 Exclusion of the public and press

Resolved:

That, in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended), the public and press be excluded from the meeting during the

discussion of items 7, 8, 9 and 10 on the agenda as there was likely to be disclosures of exempt information as defined in paragraphs 1, 2 and 4 of Part 1 of Schedule 12A of the Act.

34 2nd Quarter 2023/24 Accident Statistics

The Committee received a report from the Health and Safety Manager (HSM) in respect of key aspects of health and safety matters across Eastbourne Borough and Lewes District Councils.

Discussions included accident trends and available data in relation to reported accidents.

Resolved: That the report be noted.

35 Sickness Absence Quarter 2 2023/24

The Committee received the Officer's report which provided an update regarding the Councils' sickness figures for the period Quarter 2 (1 July to 30 September 2023) and outlined the way in which the figures were presented for both Lewes District Council and Eastbourne Borough Council.

Resolved:

That the Quarter 2 (1 July to 30 September 2023) sickness figures and the way in which the figures were presented for both Lewes District Council and Eastbourne Borough Council, be noted.

36 Consideration of matters raised by the employees' side

There were no additional matters raised by the Employees' Side over and above those which had been recorded in the minutes of the meeting.

37 Consideration of health and safety matters raised by the employees' side

The Employees' Side highlighted that it had acquired two new Health and Safety Representatives, both of which had recently completed training.

The Employees' Side queried if new staff members were made aware of opportunities to access union services through UNISON. The Director of Tourism, Culture and Organisational Development responded that all new staff are made aware by their line manager during induction regarding the opportunities to access union services through UNISON.

There were no additional health and safety matters raised by the Employees' Side over and above those which had been recorded in the minutes of the meeting.

38 Date of next meeting

It was noted that the next meeting of the Joint Staff Advisory Committee was scheduled to commence at 2:30pm on Wednesday, 6 March 2024, in the Court Room, Eastbourne Town Hall, Grove Road, Eastbourne, East Sussex, BN21 4UG.

The meeting ended at 3:20pm.

Linda Farley (Chair)