

# Joint Staff Advisory Committee

## 10 July 2023

STRONGER together



### Time and venue:

2:30pm in Room 209/210 on the Second Floor, The Marine Workshops, Railway Quay, Newhaven, East Sussex, BN9 0ER

### Membership:

**Councillors Chris Collier, Penny di Cara, Stephen Gauntlett, Stephen Holt, Wendy Maples and Colin Swansborough**  
(Reserves: Councillors Jane Lamb and Robin Maxted)

**UNISON Representatives: Joshua Cooper, Abbey Dunn and Jed Murray**

**Staff side: Linda Farley and Hilary Mitchell**

*Published: Friday, 30 June 2023*

## Agenda

### 1 Election of Chair

To elect a Chair of the Joint Staff Advisory Committee for the remainder of the 2023/2024 municipal year.

*The Chair will be appointed at the first meeting of each municipal year. It will be normal practice for the chairmanship of the Committee to rotate between Authorities and a Staff Representative (e.g. year 1 - Eastbourne Borough Councillor, year 2 - Lewes District Councillor, year 3 - Staff Representative).*

### 2 Election of Deputy-Chair

To elect a Deputy-Chair of the Joint Staff Advisory Committee for the remainder of the 2023/2024 municipal year.

*A Deputy-Chair will be appointed at the first meeting of each municipal year from any constituent group.*

### 3 Minutes (Pages 5 - 8)

To confirm and sign the minutes of the previous meeting held on 1 March 2023 (attached herewith).

### 4 Apologies for absence/Declaration of substitute members

**5 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.

**6 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.

**7 Verbal update from Director of Tourism, Culture and Organisational Development**

**8 Staff Domestic Abuse Policy (Pages 9 - 32)**

Report of Senior Specialist Advisor: Domestic Abuse

**9 Annual review of the Councils' Health and Safety Policy (Pages 33 - 54)**

Report of Health and Safety Manager

**10 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 11, 12, 13 and 14 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.

**11 4th Quarter 2022/23 Accident Statistics (Pages 55 - 70)**

Report of Health and Safety Manager

**12 Sickness Absence Quarter 4 2022/23 (Pages 71 - 82)**

Report of Head of HR

**13 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.

**14 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.

**15 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, 13 September 2023, in the Court Room, Eastbourne Town Hall, Grove Road, Eastbourne, East Sussex, BN21 4UG.

## Information for Councillors and attendees

**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).

**Accessibility:**

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