

## **Minutes of a meeting of the Staff and Pensions Committee held on 13 November 2014**

### **Present:**

#### **Members of the Committee**

Councillors: Izzi Seccombe (Chair)  
Sara Doughty  
Bill Gifford  
Kam Kaur  
Peter Morson (for Brian Moss)

Officers: David Carter, Strategic Director, Resources  
Sue Evans, Head of Human Resources and Organisational Development  
Merv Samuel, Interim Health, Safety and Wellbeing Manager  
Janet Purcell, Democratic Services Manager

### **1. General**

#### **(1) Apologies for Absence**

An apology for absence was submitted on behalf of Councillor Brian Moss. (Councillor Peter Morson attended as his replacement). An apology for absence was also received from Councillor John Appleton.

#### **(2) Members Declarations of Personal and Prejudicial Interests**

None

#### **(3) Minutes of the meeting held on 22 July 2014**

##### **Resolved**

That the minutes of the meeting held on 22 July 2014 be agreed as a correct record.

##### Matter Arising – Minute 3, Employee Sickness Absence Management Report 2013/14

Councillor Bill Gifford asked when it would be possible for the Committee to have the employee sickness absence data breakdown by department and comparisons with other county councils.

Sue Evans, Head of HR and OD, responded that a full breakdown across directorates would be available for the next meeting. Sue Evans advised that it had proved difficult to find comparable statistics from other councils but that it may be possible to look at specific areas.

## **2. Corporate Health, Safety and Wellbeing Annual Report 2013/14**

Merv Samuel, Interim Health, Safety and Wellbeing Manager, presented the Corporate Health, Safety and Wellbeing Annual Report to the Committee, highlighting the legislative changes during 2013-14 and the revision of corporate policies and guidance. This included the introduction of a new inspection process (which had been applied to all scheduled workplaces) and a 3 year rolling programme for auditing all services within the County Council.

Members noted that there had been a 40% reduction in reportable accidents, particularly within the People Group, and it was explained that this reduction was largely the result of service changes but also due to management action.

It was also noted that the incidents reported during the Fire Service water awareness training had been due to a water-borne virus, not accidents during the training.

Members discussed the staff care referral figures, which were slightly lower than the previous year. It was noted that 134 of the 241 referrals had presented with stress/anxiety and that 81 of these cases were attributed solely to work issues. Members requested that they be provided with a breakdown showing how many of the 53 staff in the 'other' category had reported bullying and harassment. It was agreed that this information be circulated to members.

The Committee welcomed the report and the undertaking by officers to get the next annual report to the June meeting of the Committee in 2015.

### **Resolved**

- (1) That the Committee notes and supports the performance information contained within the Corporate Health, Safety and Wellbeing Annual Report 2013/14.
- (2) That the Committee endorses and supports a proactive approach regarding the management of health, safety and wellbeing, including the promotion of a strong health and safety culture.

## **3. Any Other Business**

None

The meeting rose at 3.50 pm

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Chair