

WEST LINDSEY DISTRICT COUNCIL

MINUTES of a Meeting of the Joint Staff Consultative Committee held in the Trent Meeting Room - The Guildhall on Thursday, 3 October 2019 commencing at 4.00pm.

Members: Councillor David Cotton (Chairman)
Councillor Mrs Jackie Brockway
Councillor Mrs Jessie Milne

Representatives of Union members: James Deacon

Representatives of Non-union staff: Rachel Parkin (Vice-Chairman)
Amy Potts

In attendance: Alan Robinson, Director of Governance/Monitoring Officer
Emma Redwood, People and Organisational Development Manager
Ele Snow, Democratic and Civic Officer

Apologies: Councillor Matthew Boles

14 **MEMBERS' DECLARATION OF INTEREST**

There were no declarations of interest at this point in the meeting.

15 **MINUTES**

RESOLVED that the Minutes of the meeting of the Joint Staff Consultative Committee held on 5 September 2019 be confirmed and signed as a correct record.

16 **MATTERS ARISING SCHEDULE**

The Democratic and Civic Officer advised the Committee there was one item outstanding from the previous meeting regarding an overarching document for all data protection related policies. The Director of Governance explained that he had seen the first draft of the document and was satisfied it was progressing as expected.

RESOLVED that the matters arising schedule be noted.

17 REVIEW OF SAFEGUARDING POLICY AND PROCEDURE

The Committee gave consideration to a report detailing the reviewed and updated Safeguarding Policy and Procedure. The Vice-Chairman introduced the report and explained to Committee Members that the intention was for there to be one policy across all districts, under the control of the District Safeguarding Network. This was to replace the seven individual policies of each district. She highlighted that any changes to the policy were largely legislative amendments but there was also a revised training schedule which would mean training would be relevant to the job role rather than team specific.

The Committee heard there was to be the introduction of Safeguarding Representatives within council teams meaning relevant information would be cascaded through all teams rather than relying solely on the Safeguarding Co-ordinator. It was also explained that there were also two new chapters to the policy, those being about Modern Slavery and Cuckooing.

There was discussion regarding training available for Members, it was recognised that there had been training sessions provided for Councillors during the 2019 Induction but there were also plans for alternative options, such as online modules, and the Vice-Chairman confirmed she was happy to run refresher sessions when needed.

A Member of Committee enquired about the training requirements for those new employees who would require safeguarding training prior to undertaking the job role. It was explained this would be identified through the recruitment process and any required training would be provided at the start of employment with the council.

After final comments from the Director of Governance confirming that, for Councillors, the emphasis was on awareness and not on investigating any concerns, it was unanimously

RESOLVED that:

- a) The shared county wide safeguarding policy, and the stated amendments to the current policy, be supported for adoption at Corporate Policy and Resource Committee; and
- b) The refined safeguarding training programme be agreed; and
- c) The amended safeguarding referral process be agreed; and
- d) The introduction of Safeguarding Representatives be accepted; and

- e) Delegated authority be granted to the Executive Director of Economic and Commercial Growth to make minor housekeeping amendments to the policy in future, in consultation with the Chairman of the Corporate Policy and Resources Committee and the Chairman of the Joint Staff Consultative Committee.

18 **REVIEW OF WHISTLEBLOWING POLICY**

The Committee gave consideration to a report from the People and Organisation Development Manager regarding a review of the Whistleblowing Policy. She explained that the amendments were minor housekeeping changes and there was no fundamental change to the policy. She also highlighted that people were aware there was a multitude of pathways throughout the organisation where people could raise their concerns and the Whistleblowing Policy was akin to the safety net that underpinned those avenues.

The Director of Governance explained that the changes could also be included in the annual Monitoring Officer report which would be presented to the Governance and Audit Committee in March and Council in May.

RESOLVED that:

- a) The recommended changes be agreed as housekeeping amendments; and
- b) Delegated authority be granted to the Director of Resources to make minor housekeeping amendments to the policy in future, in consultation with the Chairman of the Corporate Policy and Resources Committee and the Chairman of the Joint Staff Consultative Committee.

19 **WORK PLAN**

The Work Plan for the business of the Joint Staff Consultative Committee was presented. The Chairman enquired whether there were any additional items due for the meeting in November. The People and Organisation Development Manager explained there were no other items expected, however it was possible that may change. The Chairman enquired of the Committee whether there was merit in meeting for one item, should that remain the case, and all Committee Members agreed that it would be prudent to cancel the meeting should there be no further business. The Democratic and Civic Officer confirmed she would monitor the business scheduled for the November meeting and would contact the Chairman accordingly.

With no further discussion it was

RESOLVED that the work plan be noted.

20 **TO NOTE THE DATE OF THE NEXT MEETING**

NOTED that the next meeting of the JSCC be held on Thursday 21 November 2019, 4.00pm in Trent Meeting Room, Guildhall, unless there be insufficient business as discussed earlier in the meeting.

The meeting closed at 4.46 pm.

Chairman