

WEST LINDSEY DISTRICT COUNCIL

MINUTES of a Meeting of the Joint Staff Consultative Committee held via MS Teams on Thursday, 2 July 2020 commencing at 4.00 pm.

Members: Councillor David Cotton (Chairman)
Councillor Matthew Boles
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: Emma Redwood, People and Organisational Development Manager
Ele Snow, Democratic and Civic Officer

Apologies: Alan Robinson, Director of Corporate Services

1 REGISTER OF ATTENDANCE

The Democratic and Civic Officer undertook the roll call of Committee Members and Members and Staff Representatives confirmed their attendance. She noted apologies had been received from Alan Robinson, Lead Officer.

2 MEMBERS' DECLARATION OF INTEREST

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

3 MINUTES

RESOLVED that the minutes of the meeting of the Joint Staff Consultative Committee held on Thursday, 16 January 2020 be approved as an accurate record.

4 MATTERS ARISING SCHEDULE

There were no outstanding matters arising.

5 OFFICER CODE OF CONDUCT

The People and Organisational Development Manager introduced the review of the Officer Code of Conduct. She explained that the majority of changes had been housekeeping, however Section 22 regarding confidentiality had been rewritten by the Data Protection Officer to bring it in line with most recent legislation changes.

A Member of the Committee enquired about whether staff could hold volunteering roles, as the Code of Conduct stated they could not hold other employment paid or otherwise. The People and Organisational Development Manager explained that officers were required to have the prior approval of their line manager before taking up additional roles, including volunteering work. This was to avoid any potential conflict of interest which may arise.

RESOLVED that

- a) Members, Unions and Staff Representatives support and recommend the reviewed Officer Code of Conduct to the Corporate Policy & Resources Committee for adoption; and
- b) Delegated authority be granted to the Chief Executive to make minor housekeeping amendments to the policy in future, in consultation with the Chairman of the CP&R Committee and the Chairman of JSCC.

6 STRESS MANAGEMENT POLICY

The Committee was asked to consider a report regarding amendments made to the Stress Management Policy. Members heard from the People and Organisational Development Manager that again, most of the changes were simple housekeeping amendments, for example changing references from 'Occupational Health' to 'Employee Assist Programme'.

The Chairman enquired about the impact of the global pandemic and lockdown on how the council was dealing with stress related difficulties for staff. Members of the Committee heard that the Management Team had been meeting daily during lockdown and the Chief Executive had then been sending daily update emails to all staff. The People and Organisational Development Manager explained that there had been a focus on health and wellbeing and officers had been encouraged to seek assistance if needed. The Chief Executive had also shared different wellbeing tools and resources in acknowledgement of the difficult times. She added that there had been a survey sent to staff, specifically regarding their experiences of working from home through the lockdown, how supported they felt and whether there was any more to be done.

A Member of the Committee wished to express her thanks to the council

officers for their hard work and professionalism through such difficult times. She expressed her appreciation for their continued efforts, even with families and home life to juggle.

RESOLVED that

- a) Members, Unions and Staff Representatives support and recommend the reviewed Stress Management Policy to the Corporate Policy & Resources Committee for adoption; and
- b) Delegated authority be granted to the Chief Executive to make minor housekeeping amendments to the policy in future, in consultation with the Chairman of the CP&R Committee and the Chairman of JSCC.

7 WORK PLAN

The People and Organisational Development Manager explained that there would be a couple of additional reports for the September meeting; one being the annual end of year absence report and the other being the results of the covid-19 staff survey, should Members wish to see that information. This was confirmed by Members.

The workplan was therefore noted with the expectation of additional reports.

8 TO NOTE THE DATE OF THE NEXT MEETING

The date of the next meeting, Thursday 3 September 2020, was noted. The Chairman added that it remained to be seen whether it would be an 'in person' meeting by that point.

The meeting closed at 4.20 pm.

Chairman