

EMPLOYMENT AND GENERAL COMMITTEE**Monday, 5th March, 2018**

Present:-

Councillor Burrows (Chair)

Councillors Simmons
J Innes

Councillors Wall

*Matters dealt with under the Delegation Scheme

**44 DECLARATIONS OF MEMBERS' AND OFFICERS' INTERESTS
RELATING TO ITEMS ON THE AGENDA**

No declarations of interest were received.

45 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Blank and Davenport.

46 MINUTES**RESOLVED –**

That the Minutes of the Meeting of the Committee held on 22 January, 2018 be approved as a correct record and signed by the Chair.

47 STAFF VETTING POLICY

The HR Manager submitted a report recommending for approval the Staff Vetting Policy.

The need for a standalone policy to clarify the council's position regarding the use of criminal record checks had been identified.

The policy aimed to prevent excessive or insufficient checking of criminal records for current or prospective employees and to provide guidance to managers to ensure the correct procedures were followed.

The draft policy had been presented and approved by the Employer – Trade Union Committee on 14 February, 2018.

***RESOLVED –**

That the Staff Vetting Policy be approved.

48 CODE OF CONDUCT POLICY

The HR Manager submitted a report recommending for approval the revised Code of Conduct Policy.

The policy had been updated to include changes to employment law, ACAS guidelines and best practice.

The draft policy had been presented and approved by the Employer – Trade Union Committee on 14 February, 2018.

***RESOLVED –**

That the revised Code of Conduct Policy be approved.

49 DOMESTIC ABUSE POLICY

The HR Manager submitted a report recommending for approval the revised Domestic Abuse Policy.

The policy aimed to recognise that domestic abuse was a serious and common issue which was significantly under-reported. The policy recognised it was essential that the working environment promoted the view that domestic abuse was unacceptable and would not be tolerated.

The draft policy had been presented and approved by the Employer – Trade Union Committee on 14 February, 2018.

***RESOLVED –**

That the revised Domestic Abuse Policy be approved.

50 LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF PUBLIC**RESOLVED –**

That under Section 100(A)(4) of the Local Government Act 1972 the public be excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 12A of the Act.

51 MINUTES OF EMPLOYER/TRADE UNION COMMITTEE

The Minutes of the Employer/Trade Union Committee held on 10 January, 2018 were considered.

RESOLVED –

That the Minutes be received and noted.

52 MINUTES OF THE COUNCIL HEALTH AND SAFETY COMMITTEE

The Minutes of the meeting of the Council Health and Safety Committee held on 24 January, 2018 and the Corporate Accidents and Work-Related Ill-Health Incidents Report from that meeting were submitted.

RESOLVED –

That the Minutes and the Corporate Accidents and Work-Related Ill-Health Incidents Report be received and noted.