

## **EMPLOYMENT AND GENERAL COMMITTEE**

**Monday, 20th November, 2023**

Present:-

Councillor P Innes (Chair)

Councillors Davenport  
Baldauf-Good

Councillors Culley  
Falconer

\*Matters dealt with under the Delegation Scheme

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

No declarations of interest were received.

27 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Brock.

28 **MINUTES**

**\*RESOLVED –**

That the Minutes of the meeting of the Employment and General Committee on 30 January, 2023 be approved as a correct record and signed by the Chair.

29 **CHRISTMAS/NEW YEAR DISCRETIONARY DAY 2023**

Head of HR, Payroll and Support Services presented a report to the committee on the proposed discretionary day for Christmas/New Year 2023/24 following a recent poll on Aspire.

The preferred date of 27 December 2023 had received 77% of the votes.

It was recommended that the discretionary day for 2023/24 was approved as Wednesday 27 December for all staff.

**\*RESOLVED –**

That the Christmas and New Year 2023/24 discretionary day be approved as 27 December 2023 for all staff.

### **30 RESPIRATORY PROTECTIVE EQUIPMENT POLICY UPDATE**

The Strategic Health, Safety and Risk Manager and Service Director – Digital, HR and Customer Services presented a report to the committee for proposed changes to the Council’s policy for the use of Respiratory Protective Equipment (RPE) 2023-2027.

Committee heard that one of the changes to the policy would include the length of time between face fittings, changing from 12 months to 24 months. Guidance had been received that a periodic review every 24 months was sufficient and aligned to industry guidance. Other factors trigger a review of a face fit test. Those being for example, dental treatment, rapid weight loss, new piercings to the face, compatibility factors such as wearing RPE with the use of prescription glasses, etc.

Employees were previously prohibited from using the Air Fed Hoods (Notably, category B works in Housing Property Services) when working on Asbestos containing material. The restriction in the policy has been removed and reverted to a risk assessment led approach.

Members heard that employees would not be expected to share their masks and the masks would be the sole responsibility of the employee. Air fed hoods would need to be properly cleaned and stored in between each job.

#### **\*RESOLVED –**

That the changes to the Council’s Respiratory Protective Equipment (RPE) 2023-2027 policy be approved.

### **31 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.

**32 MINUTES OF THE EMPLOYER TRADE UNION COMMITTEE**

The Minutes of the meetings of the Employer/Trade Union Committee held on 6 March, 17 April, 22 May, 10 July and 18 September, 2023 were considered.

**RESOLVED –**

That the Minutes be received and noted.

**33 MINUTES OF THE COUNCIL HEALTH AND SAFETY COMMITTEE**

The Minutes of the meetings of the Council Health and Safety Committee held on 24 May and 19 July, 2023 were considered.

**RESOLVED –**

That the Minutes be received and noted.