

## **EMPLOYMENT AND GENERAL COMMITTEE**

**Monday, 8th July, 2019**

Present:-

Councillor T Murphy (Chair)

Councillors Simmons

Councillors

K Falconer

\*Matters dealt with under the Delegation Scheme

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

No declarations of interest were received.

### **2 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Blank, Brittain and Davenport.

### **3 MINUTES**

**RESOLVED –**

That the Minutes of the Meeting of the Committee held on 1 April, 2019 be approved as a correct record and signed by the Chair.

### **4 COLLECTIVE AGREEMENT**

The HR Business Partner submitted a report recommending for approval the collective agreement for 2019 National Pay Award.

The 2019 pay award and local pay spine had been approved on 1 April, 2019. The pay grades made up a key part of the Single Status Local Agreement so trade union agreement was required prior to the adoption of the new pay spine, therefore, a collective agreement between Chesterfield Borough Council and its recognised Trade Unions would need to be formally signed.

The Trade Unions had been advised of the requirement to sign the collective agreement at the Employer – Trade Union Committee meeting which took place on 1 April, 2019.

**\*RESOLVED –**

That the Collective Agreement for 2019 National Pay Award be approved and signed by the Chair.

## **5 MANAGING ATTENDANCE POLICY**

The HR Business Partner submitted a report recommending for approval the updated Managing Attendance Policy. The managing attendance policy had been approved by the Employment and General Committee in January 2016.

The aim of the policy was to encourage employees to maximise their attendance at work while recognising that employees will at times be unable to attend work for periods of time due to sickness.

The policy was due for review in January 2019 and the need for amendments had been identified to capture recent developments and address particular areas. These amendments included:

- The Council's commitment to the Dying to Work Charter;
- Trigger points and targets had been amended so all absences would contribute to trigger points regardless of their length;
- Longer warnings could be given if an employee's attendance levels returned to unacceptable levels within 12 months expiry of a warning and action would recommence at the level of the previous warning.

The draft policy had been presented and approved by the Employer – Trade Union Committee on 29 April, 2019.

### **\*RESOLVED –**

That the Managing Attendance Policy be approved.