

**LOCAL JOINT COMMITTEE
14 DECEMBER 2022
4.00 - 4.30 PM**



Present:

Councillors Leake (Chair), Allen and Wade
David Allais, UNISON

Apologies for absence were received from:

Councillors Angell

12. Declarations of Interests

There were no declarations of interest.

13. Minutes from Previous Meeting

The minutes of the meeting held on 14 October 2022, were approved as a correct record.

14. Urgent Items of Business

There were no Urgent Items of Business

15. Employment Committee: Agenda and Related Matters

i. COVID-19: Health & Safety Assessment Report

Doug Brady, Health & Safety and Facilities Manager summarised to the sub-committee the results of health and safety assessments undertaken by staff since January 2022 through eLearning packages. These included Display Screen Equipment, Home Working Assessments, Returning to the Office Assessment and BAME Vulnerable Assessments. It was noted that since the rules had relaxed regarding working in the office over the course of 2022 that home to office assessments were no longer required.

BAME staff represented 11% of the workforce at Bracknell Forest Council. This group had been recognised as vulnerable or at an increased risk of Covid-19 and Public Health had advised that extra measures were taken to reduce their risk of exposure to the disease. 128 assessments had been submitted for analysis.

The Council's wellness provision was managed via managers and through 1-2-1s. A full staff survey, which had included wellbeing questions, had been recently circulated to staff with feedback due in the New Year.

ii. HR Policy Review - Domestic Abuse and Violence/Abuse at Work

The Assistant Director: Human Resources & Organisational Development, Paul

Young, advised the Sub-Committee that the Human Resources team were undertaking a review of the HR policies with a view to update and, where applicable, rationalise the number required.

A schedule had been established for the policy development work which has already seen updates to the Disciplinary, Grievance, Organisational Change and Agile Working procedures. The process for reviewing the policies has included engagement with stakeholders across the Council and trade unions.

The following amendments had been made to the policies:

Domestic Abuse

- Equality section amended
- amendment to scope
- confidentiality section added
- updated DA definition
- expanded on employee & manager responsibilities
- expanded on responding to disclosure section
- added section for when both victim and perpetrator work for the council
- added appendix on types of abuse

Violence/Abuse at work policy

- Updates to name of organisations/bodies
- Reference to new policies - Equality and Dignity at Work Policy
- Added statement about Cyberbullying and approaches to addressing this
- Links to guidance/policy added for ease of reference.

It was recognised that the policy and procedure alone did not provide the confidence and competence to manage workforce situations. The HR/OD Team would be supporting the effective management of these procedures through a programme of development for managers. The wording around reporting situations to the police would be looked at and made clearer.

iii. Annual Workforce Monitoring Report 2021/22

The Assistant Director: Human Resources & Organisational Development, Paul Young, advised the Sub-Committee that the Council were required to publish a workforce monitoring report which provided a report of the equality data for Bracknell Forest Council for the year to 31 March 2022.

Aside from the statutory duties, the Council had a clear aim to ensure equality across all services and through its workforce. The aim for the Council's workforce was to reflect the composition of the local population to ensure it is representative of the community and ensuring that appropriate services are provided to all residents.

16. Matters to be Raised by Trade Unions

No matters were raised by the trade unions.

CHAIRMAN