

**EMPLOYMENT, HEALTH & SAFETY COMMITTEE  
WEDNESDAY 22 MARCH 2023 AT 10AM  
CIVIC CENTRE, RIDLEY STREET,  
REDCAR, YORKSHIRE, TS10 1TD**



**CONTACT**

Mrs Sue Fenwick  
(01642) 444413  
10 March 2023

**CIRCULATION**

Councillors I Nightingale (Chair), Baldwin (Vice Chair), Ayre, Brown, Cawley, Craig, Gallacher, Head, C Holmes, Lockwood, Rider, Waterfield and Westbury.

**Officials:**

Managing Director (Head of Paid Service)  
Governance Director and Monitoring Officer  
Executive Management Team  
John Summers, Joe Moutter, Jane Garnett, Vikki Smith  
The Press [except for Confidential item(s)]

**Union Representatives:**

UNISON - Mike Breslin and Patrick Knight;  
NASUWT - Richard Matkin; GMB – Julie Wynn; UNITE - Ray Sanderson – Dave Marshall;  
NEU J Myers.

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**A G E N D A**

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	<b><u>Pages</u></b>
1. Apologies for Absence.	
2. Declarations of Interest	
3. To confirm the Minutes of the meeting held on 8 February 2023 and note the attendance matrix	1 - 2
4. Report of the Managing Director (Head of Paid Service) Health & Safety Update - Presentation	
5. Any items the Chair certifies as urgent.	

EMPLOYMENT, HEALTH & SAFETY COMMITTEE

8 February 2023

<b>EMPLOYMENT, HEALTH &amp; SAFETY COMMITTEE</b>	
	A meeting of the Employment, Health & Safety Committee was held on 8 February 2023 in the Civic Centre, Redcar.
<b>PRESENT</b>	Councillor I Nightingale (Chair), Councillors Ayre, Baldwin, Craig, Gallacher, Lockwood, Rider and Westbury.
<b>OFFICIALS</b>	S Fenwick, J Garnett and S Newton.
	<b>APOLOGIES</b> for absence were submitted on behalf of Councillor Head.
<b>18.</b>	<b>MINUTES &amp; ATTENDANCE MATRIX</b>
	<b>RESOLVED</b> that the minutes of the meeting held on 11 January 2023 be confirmed by the Chair as a correct record and the attendance matrix be noted.
<b>19.</b>	<b>CAPABILITY PROCEDURE</b>
	The Managing Director (Head of Paid Service) presented a report which sought approval for the implementation of the revised Capability Procedure.  Members were advised that the current procedure was approved in 2018 and in line with normal arrangements, had been reviewed to ensure continued compliance with employment legislation and best practice.  Having reviewed the procedure, it was proposed that the general arrangements should largely be maintained but some changes were suggested which were set out in the report.
	<b>RESOLVED</b> that the revised Capability Procedure be approved.
<b>20.</b>	<b>MENOPAUSE POLICY</b>
	The Managing Director (Head of Paid Service) presented a report which sought approval for the implementation of the revised Menopause Policy.  Members were advised that the current procedure was approved in 2019 and in line with normal arrangements, had been reviewed to ensure continued compliance with employment legislation and best practice.
	Also set out in the report was information from ACAS who had recently published their Menopause at work guidance.  Members commented that the policy had no reference to the male menopause

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	and as male colleagues could also be suffering the policy should be amended to reference this.
	<b>RESOLVED</b> that the revised Menopause Policy be approved.
<b>21.</b>	<b>PATERNITY LEAVE PROVISIONS</b>
	<p>The Managing Director (Head of Paid Service) presented a report which sought approval for the implementation of the revised Paternity Leave Provisions.</p> <p>Members were advised that the current Paternity Leave Provisions were approved in 2019 and in line with normal arrangements had been reviewed to ensure compliance with employment legislation and best practice.</p>
	<p>Having up-to-date Paternity Leave Provisions would ensure that the Council was compliant with the Paternity and Adoption Leave Regulations 2002.</p> <p>The report proposed that the general arrangements within the provisions should largely be maintained but some changes were suggested which were set out in the report.</p>
	<b>RESOLVED</b> that the revised Paternity Leave Provisions be approved.
<b>22.</b>	<b>PATERNITY LEAVE – ADOPTIVE PARENTS PROVISIONS</b>
	<p>The Managing Director (Head of Paid Service) presented a report which sought approval for the implementation of the revised Paternity Leave – Adoptive Parent Provisions.</p> <p>Members were advised that the current Paternity Leave – Adoptive Parent Provisions were approved in 2020 and in line with normal arrangements had been reviewed to ensure compliance with employment legislation and best practice.</p>
	<p>Having up-to-date Paternity Leave - Adoptive Parent Provisions would ensure that the Council was compliant with the Paternity and Adoption Leave Regulations 2002.</p> <p>The report proposed that the general arrangements within the provisions should largely be maintained but some changes were suggested which were set out in the report.</p>
	<b>RESOLVED</b> that the revised Paternity Leave – Adoptive Parent Provisions be approved.

