

NORTHAMPTON BOROUGH COUNCIL

GENERAL PURPOSES COMMITTEE

Your attendance is requested at a meeting to be held at The Jeffrey Room, St. Giles Square, Northampton, NN1 1DE. on Tuesday, 27 March 2012 at 6:00 pm.

D. Kennedy
Chief Executive

AGENDA

1. APOLOGIES

2. MINUTES

To approve the minutes of the meeting held on 24th January 2012.

3. DECLARATIONS OF INTEREST

4. DEPUTATIONS / PUBLIC ADDRESSES

5. MATTERS OF URGENCY WHICH BY REASON OF SPECIAL CIRCUMSTANCES THE CHAIR IS OF THE OPINION SHOULD BE CONSIDERED

6. HEALTH SAFETY & WELLBEING MONITORING REPORT
(APRIL 2011 - FEBRUARY 2012)

(Copy herewith)

7. EXCLUSION OF PUBLIC AND PRESS

THE CHAIR TO MOVE:

“THAT THE PUBLIC BE EXCLUDED FROM THE REMAINDER OF THE MEETING ON THE GROUNDS THAT THERE IS LIKELY TO BE DISCLOSURE TO THEM OF SUCH CATEGORIES OF EXEMPT INFORMATION AS DEFINED BY SECTION 100(1) OF THE LOCAL GOVERNMENT ACT 1972 AS LISTED AGAINST SUCH ITEMS OF BUSINESS BY REFERENCE TO THE APPROPRIATE PARAGRAPH OF SCHEDULE 12A TO SUCH ACT.”

SUPPLEMENTARY AGENDA

**Exempted Under Schedule
12A of L.Govt Act 1972
Para No:-**

NORTHAMPTON BOROUGH COUNCIL

GENERAL PURPOSES COMMITTEE

Tuesday, 24 January 2012

PRESENT: Councillor Patel (Chair); Councillor Parekh (Deputy Chair);
Councillors Aziz, Beardsworth, Begum, Capstick, Golby, Hallam and
Oldham

1. APOLOGIES

There were none.

2. MINUTES

The minutes of the meeting held on the 6th September 2011 were signed by the Chair.

3. DECLARATIONS OF INTEREST

The Chair declared a personal non-prejudicial interest as a member of Wooton Parish Council.

Councillor Golby declared a personal non-prejudicial interest as member of Duston Parish Council.

4. DEPUTATIONS / PUBLIC ADDRESSES

Mr Jones addressed the Committee on Item 6 – Community Governance Review. He welcomed the report and stated that many residents of West Hunsbury would be in support of it being Parished and that there were many advantages to having a Parish Council.

Mr Foster addressed the Committee and concurred with the opinions of Mr Jones.

Lorraine Avery –addressed the Committee on behalf of the Trade Union Side on Item 7 – Revised Redundancy Framework She commented that the recognised Trade Unions, GMB, Unite and UNISON, were disappointed that the current scheme could not remain in place, as this was the TU's preferred option. However, the Trade Unions do understand the authority's financial position and while the original proposed changes made by management could not be agreed to, we believe that what is in the document is the best the Trade Unions could negotiate for members.

The Chair thanked the members of the public for their contributions.

5. MATTERS OF URGENCY WHICH BY REASON OF SPECIAL CIRCUMSTANCES THE CHAIR IS OF THE OPINION SHOULD BE CONSIDERED

There were none.

6. COMMUNITY GOVERNANCE REVIEW

The Committee considered a report of the Community Governance Review. The Director of Environment and Culture explained that it would be a Borough wide review and would be an opportunity to create new parish council arrangements in areas of Northampton where they were not in existence.

In response to a question of Councillor Golby, the Chief Executive explained that he did not envisage that postal votes would be considered necessary for the Parish Council referenda but legal advice was still being sought on the matter. The Committee noted that there had been a delay in undertaking a community governance review in some areas due to changes by the Boundary Commission and it had therefore deferred.

The Director of Environment and Culture commented that an average parish precept would amount to an estimated £1 per week. However, she commented that costs and demands on council services should not be impacted on by the provision of additional services by Parish Councils. Savings to council services would be found through various arrangements and the voluntary sector be encouraged to actively participate in service delivery. It was further explained that establishing a cross party Steering Group would allow Councillors to be fully informed of the effects to their local areas in order to best inform residents and make any necessary recommendations.

RESOLVED:

1. That the proposed processes for undertaking a borough wide Community Governance Review in Northampton which will respond specifically to the boundary issues raised by the Wootton and East Hunsbury parish poll and petition submitted to Council by Upton Residents Association in 2008 and extend the opportunity to create new parish council arrangements to those areas of the town in which they do not currently exist be agreed.
2. That the establishment of a Councillor Steering Group to oversee the review and to make recommendations to Council in relation to proposals for new or amended community governance arrangements be agreed. It was also agreed that the Steering Group be comprised of representation from all political groups on the council.

7. REVISED REDUNDANCY FRAMEWORK

The Committee considered a report on the Revised Redundancy Framework. The Head of Human Resources explained that the Council had two documents, which referred to redundancies and it had been recognised though feedback from employees that the Restructure policy was regarded as burdensome and added unnecessary steps to the changes in working practices that did not involve redundancies. The revised framework was more focused and there had been extensive consultation with the various trade unions.

The Chair commented that it was positive to see such joined up working.

RESOLVED:

That the Redundancy Framework, attached at Appendix 1 of the report be approved and adopted

8. EXCLUSION OF PUBLIC AND PRESS

The Chair moved that the public be excluded from the remainder of the meeting on the grounds that there was likely to be disclosure to them of such categories of exempt information as defined by Section 100(1) of the Local Government Act 1972 as listed against such items of business by reference to the appropriate paragraph of Schedule 12A to such Act.

The Motion was Carried.

<TRAILER_SECTION>

The meeting concluded at 18.31

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General Purposes Committee

AGENDA STATUS: PUBLIC

Report Title	Health Safety & Wellbeing Monitoring Report (April 2011 – February 2012)
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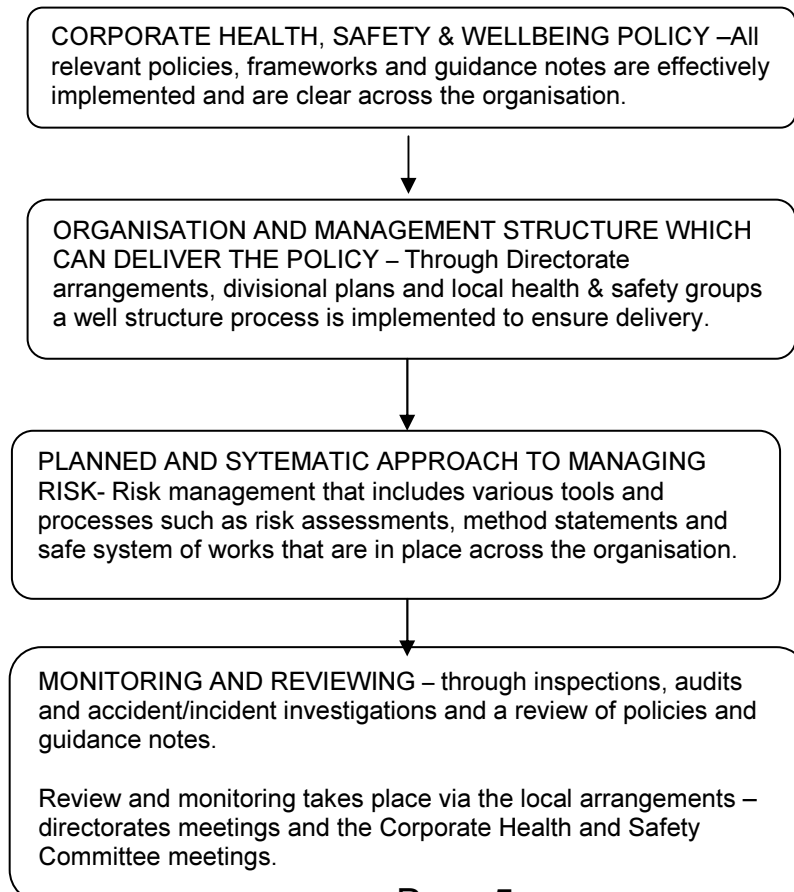
Date of Meeting:	27 March 2012
Directorate:	Resources
Ward(s)	

1. Summary

Overview:

The Council's statutory duties are set out in the Health and Safety at Work Act 1974 and appropriate regulations, particularly the Management of Health and Safety Regulations 1999.

Current arrangements on Health & Safety management include suitable frameworks for managing health and safety. The key elements in place for managing health and safety across the organisation can be summarised as:



2.Recommendations

The Committee is requested to approve the monitoring information.

3. Report Background

3.1 Organisational Policies & Structure

3.1.1 The Council's organisational structure for monitoring health and safety are set out in its Corporate Policies and Directorate arrangements. These establish clear responsibilities and relationships for all levels of management. Directorate accountability and responsibilities are further detailed in the Divisional plans. These plans are the keys for establishing a structure for managing of Health and Safety and securing ownership and commitment at local levels. Monitoring is via all the Directorate Health and Safety meetings, chaired by a Director or Head of Service; this in turn feeds into the Corporate Health and Safety Committee.

3.1.2 Training is a high priority for the Council and many managers and supervisors have received health and safety training. There is a planned programme for each year, advertised via the HR Learning & Organisational Development Team. Staff have access to the E-learning zone for health and safety training. Workshops/classroom/1:1 is delivered for those identified requiring on-job-training.

A total of 25 training sessions were delivered for the period April 11 to Feb 2012.

3.2 Planning and Approach to Risk

3.2.1 Effective planning for health and safety is largely concerned with the promotion of a good health and safety culture and the prevention of negative outcomes, such as injuries, ill health and other incidents, through the identification, elimination and control of hazards and risks – Risk Assessment.

3.2.2 The Council's health, safety management detailed guidance on risk assessment and assessments have been carried out for a wide range of activities throughout the council; the task being delegated to managers and supervisors. Each service area have developed a system of undertaking this task and a schedule for monitoring is reported via the directorate meetings.

3.3 Monitoring & Review

3.3.1 The systems in place for monitoring health and safety in the Council include planned inspections, audits, accident/incident/ill health investigations and follow-ups. Reports and action plans are generated with recommendations and ownership is held by the manager. Progress reports or lesson learnt are reported to the Quarterly Directorate Health and Safety group meetings.

3.3.2 Accident reporting and investigation procedures are well developed. Comprehensive reports on accident statistics are prepared for managers at all levels of Health and Safety meetings. Trends are monitored and measures taken to prevent or reduce recurrence.

3.3.3 A total of 645 accidents/incidents were reported from April 2011 to Feb 2012. A breakdown of these figures show the Leisure trust accounted for 71.78% (463) of incident/accidents and The NBC 28.22% (182).

3.3.4 The Health and Safety targets are detailed in the Health, Safety & Wellbeing Service level Agreement (SLA) and are monitored monthly with a report detailing quarterly issues and achievements at the Corporate Health and Safety Committee, chaired by the Director of Resources.

4. Implications (including financial implications)

4.1 Resources and Risk

Monitoring has shown risks are managed as outlined above

4.2 Legal

Monitoring has shown no risk at present

4.3 Other Implications

NA

Report Author and Title: Kennie Bassey – Health, Safety & Wellbeing Manager

Telephone and Email: 01604 837374 kbassey@northampton.gov.uk

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