

Our Ref: A.1142/1318  
Date: 1 January 2015



### **NOTICE OF MEETING**

Meeting: **Local Joint Committee**  
Date: **Friday 9 January 2015**  
Time: **2.00 pm**  
Venue: **Aldern House, Baslow Road, Bakewell**

JOHN SCOTT  
ACTING CHIEF EXECUTIVE

### **AGENDA**

1. **Apologies for Absence**
2. **Appointment of Chair of the Committee for the ensuing year (the Chair and Vice Chair are required by the constitution to be from separate sides. The Members held the Chair of the Committee last).**
3. **Appointment of Vice Chair of the Committee for the ensuing year**
4. **Appointment of Secretary of the Committee**
5. **Minutes of last meeting (*Pages 1 - 6*)**
6. **Urgent Business**
7. **Public Participation**  
To note any questions or to receive any statements, representations, deputations and petitions which relate to the published reports on Part A of the Agenda.
8. **Members Declarations of Interest**  
Members are asked to declare any disclosable pecuniary, personal or prejudicial interests they may have in relation to items on the agenda for this meeting.
9. **Employee Engagement Improvement Action Plan (*Pages 7 - 18*)**

Appendix 1

Appendix 2

Appendix 3

Appendix 4

Appendix 5

10. **Trade Union Recognition and Procedural Agreement** (*Pages 19 - 28*)  
Appendix 1
11. **Review of General Statement of Safety Policy** (*Pages 29 - 42*)  
Appendix 1
12. **Report on Incident Reporting With Particular Reference to Violence and Aggression Toward Staff and Follow-Up Procedures** (*Pages 43 - 50*)  
Appendix 1  
  
Appendix 2
13. **Staff Committee Activity Report : June – October 2014** (*Pages 51 - 52*)
14. **Unison Activity Report** (*Pages 53 - 54*)

### **Duration of Meeting**

In the event of not completing its business within 3 hours of the start of the meeting, in accordance with the Authority's Standing Orders, the Authority will decide whether or not to continue the meeting. If the Authority decides not to continue the meeting it will be adjourned and the remaining business considered at the next scheduled meeting.

If the Authority has not completed its business by 1.00pm and decides to continue the meeting the Chair will exercise discretion to adjourn the meeting at a suitable point for a 30 minute lunch break after which the committee will re-convene.

### **ACCESS TO INFORMATION - LOCAL GOVERNMENT ACT 1972 (as amended)**

#### **Agendas and reports**

Copies of the Agenda and Part A reports are available for members of the public before and during the meeting. These are also available on the website [www.peakdistrict.gov.uk](http://www.peakdistrict.gov.uk).

#### **Background Papers**

The Local Government Act 1972 requires that the Authority shall list any unpublished Background Papers necessarily used in the preparation of the Reports. The Background Papers referred to in each report, PART A, excluding those papers that contain Exempt or Confidential Information, PART B, can be inspected by appointment at the National Park Office, Bakewell. Contact Democratic Services on 01629 816200, ext 362/382. E-mail address: [democraticservices@peakdistrict.gov.uk](mailto:democraticservices@peakdistrict.gov.uk).

#### **Public Participation and Other Representations from third parties**

Anyone wishing to participate at the meeting under the Authority's Public Participation Scheme is required to give notice to the Director of Corporate Resources to be received not later than 12.00 noon on the Wednesday preceding the Friday meeting. The Scheme is available on the website

[www.peakdistrict.gov.uk](http://www.peakdistrict.gov.uk) or on request from Democratic Services 01629 816362, email address: [democraticservices@peakdistrict.gov.uk](mailto:democraticservices@peakdistrict.gov.uk), fax number: 01629 816310.

### **Written Representations**

Other written representations on items on the agenda, except those from formal consultees, will not be reported to the meeting if received after 12noon on the Wednesday preceding the Friday meeting.

### **Recording of Meetings**

In accordance with the Local Audit and Accountability Act 2014 members of the public may record and report on our open meetings using sound, video, film, photograph or any other means this includes blogging or tweeting, posts on social media sites such as publishing on video sharing sites. If you intend to record or report on one of our meetings you are asked to contact the Democratic and Legal Support Team in advance of the meeting so we can make sure it will not disrupt the meeting and is carried out in accordance with any published protocols and guidance.

The Authority uses an audio sound system to make it easier to hear public speakers and discussions during the meeting and to make a digital sound recording available after the meeting. The recordings will usually be retained only until the minutes of this meeting have been confirmed.

### **General Information for Members of the Public Attending Meetings**

Aldern House is situated on the A619 Bakewell to Baslow Road, the entrance to the drive is opposite the Ambulance Station. Car parking is available. Local Bus Services from Bakewell centre and from Chesterfield and Sheffield pick up and set down near Aldern House. Further information on Public transport from surrounding areas can be obtained from Traveline on 0871 200 2233 or on the Traveline website at [www.travelineeastmidlands.co.uk](http://www.travelineeastmidlands.co.uk).

Please note that there is no catering provision for members of the public during meal breaks. However, there are cafes, pubs and shops in Bakewell town centre, approximately 15 minutes walk away.

### **Members of Local Joint Committee:**

#### **To: National Park Authority Representatives**

Cllr D Birkinshaw  
Cllr D Chapman  
Mr Z Hamid  
Cllr Mrs K Potter

Cllr C Carr  
Cllr C Furness  
Cllr P Harrison  
Cllr Mrs J A Twigg

#### **To: Employee Representatives**

Wendy Amis  
Jorge Auñón  
Tim Nicholson  
2 Unison Representatives

Penny Aitken  
Zoe Buswell  
Chris Pownall

#### **Copies for information to:**

All other Authority Members  
Chief Executive  
Directors  
Safety Officer

Chief Finance Officer  
Heads of Service  
Assistant Directors