

PETERLEE TOWN COUNCIL

THE MINUTES OF THE ESTABLISHMENT COMMITTEE

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL
PETERLEE

ON MONDAY 4TH MARCH 2013

PRESENT: COUN C J METCALFE (CHAIR)

Mesdames:- L Wood, J I Measor, M Milsom
& J Black

Messrs:- L Cook, T A Jones, J Alvey, H Bennett MBE, R
Curtis, C Watkins, D Langan, R Kyle, R Huitson, D Milsom,
E W Hall, W M Jeffrey, C Robbins & C Austin

**MEMBERS WERE REMINDED OF THE NEED TO DISCLOSE
ANY INTEREST PREJUDICIAL OR PERSONAL IN
ACCORDANCE WITH THE CODE OF CONDUCT.**

62. APOLOGIES FOR ABSENCE

Apologies for absence were submitted and accepted from
Councillor G Cowie & R W Jones, (ill).

63. THE MINUTES OF THE LAST MEETING a copy of which had
been circulated to each Member, were agreed.

64. ADVISORY BULLETIN NO 597 – JANUARY 2013 UPDATE

An extract of this bulletin was circulated to each Member for their
information.

RECOMMENDED the information given, be noted.

65. RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC
IN VIEW OF THE CONFIDENTIAL NATURE OF THE FOLLOWING ITEMS TO BE DISCUSSED, THE COMMITTEE PASSED THE FORMAL RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC FROM THE MEETING, PURSUANT TO THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT, 1961 & THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985.

66. OCCUPATIONAL HEALTH SUPPORT – UPDATE

Members were advised of progress with this initiative following the first on site visit by the Occupational Nurse. Further detail was given on:-

- Physio services
- Long term Absence Report
- Next dates 1st & 23rd July

RECOMMENDED that the information given be noted.

67. OVERTIME REPORT

The Overtime Report and hours worked by Facilities Staff Report, a copy of which had been circulated to each Member, was considered.

RECOMMENDED the contents of the report be accepted.

68. ABSENCE REPORT

The Absence Report, detailing staff absence since the last meeting of this Committee, had been circulated to each Member for their information.

RECOMMENDED that the contents of the report, be accepted.