



Committee and Date

Cabinet

18th November 2019

CABINET

**Minutes of the meeting held on 16 October 2019
In the Council Chamber, Shirehall, Abbey Foregate, Shrewsbury, SY2 6ND
11.00 - 11.20 am**

Responsible Officer: Emily Marshall
Email: emily.marshall@shropshire.gov.uk Tel: 01743 257717

Present

Councillor Peter Nutting (Chairman)
Councillors Steve Charmley (Deputy Leader), Dean Carroll, Lee Chapman,
Steve Davenport, David Minnery, Lezley Picton and Ed Potter

52 Apologies for Absence

Apologies for absence were received from Councillors Gwilym Butler and Robert Macey.

53 Disclosable Pecuniary Interests

None were declared.

54 Minutes

RESOLVED:

That the minutes of the Cabinet meeting held on 4th September 2019 be approved and signed as a correct record by the Chairman.

55 Public Question Time

Mark Fermor, Elizabeth Knowles and Jack Ogle had submitted questions in relation to Climate Change.

A full copy of the questions and response provided by the Portfolio Holder are attached to the signed minutes and available on the Cabinet webpage.

56 Member Question Time

There were no questions from Members.

57 Scrutiny Items

There were no scrutiny items.

58 Annual Corporate Customer Feedback Report 2018/19

The Portfolio Holder for Organisational Transformation and Digital Infrastructure presented a report of the Information, Intelligence and Insight Manager setting out the annual customer feedback (complaints, comments and compliments) report 2018/19

RESOLVED:

That the annual customer feedback report 2018/19 (appendix 1) for publication on the council's website be approved.

That the recommendations included within the annual report, highlighting key issues and areas for improvement, be agreed.

59 Quarter 1 2019/2020 Corporate Performance Report

The Portfolio Holder for Organisational Transformation and Digital Infrastructure presented a report of the Information, Intelligence and Insight Manager, setting out Cabinet and Council's performance against its key outcomes for quarter one, 2019/20.

The Leader commented that the report highlighted the good work of the Council, particularly in Children's Services and Adult Social Care despite being under financial pressure.

RESOLVED:

A. That the emerging issues in this report be considered.

B. That the performance portal be reviewed and any performance areas that they would like to consider in greater detail or refer to the appropriate Overview and Scrutiny Committee be identified.

60 Annual Report on Health and Safety Performance for 2018/19

The Portfolio Holder for Finance and Corporate Support presented the report of the Occupational Health, Safety and ICT Approvals Manager reviewing the health and safety performance of Shropshire Council and identifying key priorities for 2019/2020.

RESOLVED:

A. That the contents of the report are accepted; particularly noting:

Good progress has been made during 2018/2019 on managing health and safety across the Council.

Reportable employee accidents to the Health & Safety Executive (HSE) have decreased and minor accidents have increased compared to last year's figures. Benchmarking with other Unitary Councils show that Shropshire Council performs well in terms of accident statistics.

Service Areas and the Health & Safety Team work well together.

The Council continues to maintain a good relationship with the HSE.

B. That the key actions for 2019/2020 are agreed

The key actions for Shropshire Council are:

- The Health and Safety Team to work with Service Areas to produce and implement H&S management systems including policies, procedures and arrangements
- Development of external contracts with associated Service Level Agreements (SLA) in place.
- To fulfil contractual monitoring and support to Academies and customers under Service Level Agreements
- To engage with Service Areas to ensure that health and safety compliance is in place and to review Self-Monitoring Checklist to ensure roll out to Premise and Team Managers.
- Raise awareness of workstation assessments in particular agile working.
- Continuation of staff wellbeing events throughout the year.
- Support 'Leap into Learning' development for e-learning health and safety awareness courses across service areas.
- Digital Transformation Programme – support development and roll-out for the management of accident data and case management arrangements for occupational health.
- To engage with Service Areas to ensure that health and safety compliance is in place and to review Self-Monitoring Checklist to ensure roll out to Premise and Team Managers .
- To continue to implement the Wellbeing Plan and facilitate three themes of Be Active, Be Minded and Be Informed. Step challenge planned for March/April 2019.

61 **Exclusion of Press and Public**

RESOLVED:

That in accordance with the provisions of Schedule 12A of the Local Government Act 1972 and Paragraph 10.4 (3) of the Council's Access to Information Rules, the public and press be excluded from the meeting for the following item.

62 **Exempt Minutes**

RESOLVED:

That the confidential Minutes of the Cabinet meeting held on 4th September 2019 be approved as a correct record and signed by the Leader.

Signed (Chairman)

Date: