

**DRAFT EXTRACT FROM THE PROCEEDINGS OF THE CABINET MEETING HELD
ON THE 17 JUNE 2010****CABINET****4.00PM 17 JUNE 2010****COUNCIL CHAMBER, HOVE TOWN HALL****DRAFT MINUTES**

Present: Councillors Mears (Chairman), Alford, Brown, Caulfield, Fallon-Khan, Simson, Smith, G Theobald and Young

Also in attendance: Councillors Mitchell (Opposition Spokesperson), Kitcat (Opposition Spokesperson) and Watkins (Opposition Spokesperson)

Other Members present: Councillors Bennett, Davis, Kemble and Oxley

26. DIGNITY & RESPECT AT WORK POLICY

- 26.1 The Cabinet considered a report of the Director of Strategy & Governance concerning council's Policy and Procedure for dealing with bullying and harassment at work and the new Dignity & Respect at Work Policy and Procedure.
- 26.2 The Chairman welcomed Councillor Oxley to the meeting and invited him to present the report in his capacity as Chairman of the Governance Committee, which would make the final decision on the policy at its meeting on 13 July.
- 26.3 Councillor Oxley explained that the policy before the Cabinet represented a substantial piece of work involving both Members and officers. It was vital for the council to have mechanisms in place to tackle bullying and harassment effectively and the proposed policy would address the perceived weaknesses in the current approach. The operation of the policy would be closely monitored and reviewed through the annual Staff Survey and the work of the Staff Consultation Forum.
- 26.4 The Chairman invited Councillor Mitchell, who had chaired the scrutiny panel that considered the proposed policy, to comment on the scrutiny process.
- 26.5 Councillor Mitchell explained that issues around bullying and harassment had been highlighted during the council's final Comprehensive Performance Assessment and that the scrutiny panel had been set up to run in tandem with the workshop tasked with reviewing the policy. The scrutiny panel had called upon representatives from the council's staff forums to comment on the draft policy and the extent of their

input, and it was clear that staff comments had been incorporated. Councillor Mitchell advised that the Dignity and Respect Advisors would have a positive effect, providing they received appropriate training. She added that the commitment to monitoring the policy would be key to its success and that she hoped the new policy would make a difference to future staff survey results.

26.6 In response to a question from Councillor Kitcat, Councillor Oxley confirmed that funding for the initiatives within the policy was secure.

26.7 Councillor Watkins stated that the work on the new policy was linked to the forthcoming scrutiny reports on staff disabilities and sexual violence, and that the emphasis on this area of work was encouraging.

26.8 **RESOLVED** - That having considered the information and the reasons set out in the report, the Cabinet accepted the following recommendation:

(1) That the report be noted.