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# MANAGEMENT REVIEW COMMITTEE

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**Thursday, 2<sup>nd</sup> August 2018**

**Present:** Councillor Miles Parkinson (in the Chair), Councillor Tony Dobson

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## **Apologies for Absence**

Apologies for absence were submitted from Councillor Paul Cox.

There was no substitute representative for Councillor P. Cox.

## **Declarations of Interest or Dispensations**

There were no declarations of interest or dispensations.

## **Minutes of Last Meeting**

The Minutes of the meeting of the Management Review Committee held on the 20<sup>th</sup> March 2018 were submitted for approval as a correct record.

**Resolved** - **That the Minutes be received and approved as a correct record.**

## **Draft Drugs and Alcohol Policy**

The Head of Human Resources submitted a report and presented a draft Drugs and Alcohol Policy, as attached in Appendix 1 to the report and informed Members that since the meeting in March further discussions had taken place with Unison.

The outcome of these discussions had resulted in a revised draft policy with the main change of a "last chance" for anyone who is caught attending work with drugs or alcohol in their system above the workplace cut off level, if the person admits to having a problem and can show that they are seeking appropriate support.

The conditions for this were detailed in the revised draft at sections 9.6-9.7.

Unison would agree to the implementation of the proposed drugs and alcohol policy if it was reviewed after a period of 6 months and then possibly at 12 months.

The draft has been amended to include a review after 6 (rather than the previous 12) months. The link to job evaluation had also been removed.

Implementation of the revised Policy would follow a programme of staff briefings to ensure that they understood the changes and were given every opportunity to access support if applicable. Implementation was planned for the start of November.

**Resolved** - **That the Committee considered and agreed the revised Drugs and Alcohol policy.**

Signed:.....

Date: .....

Chair of the meeting  
At which the minutes were confirmed