Minutes of the Meeting of the Workforce, Governance & Policy Review Sub Committee of the TJNCF

DATE: **Thursday 5th February 2026**

TIME: **2pm**

LOCATION: **via MS Teams**

In Attendance:-

Brendan McConaghy (co-chair) BMcC

[redacted]

Presenters:-

[redacted]

1. Welcome & Apologies

   [redacted]I Chaired the meeting. Welcome everyone.

2. Previous Minutes

   September Minutes were approved

3. Policies for approval

[redacted]

[redacted]

[redacted]

[redacted]

[redacted]

[redacted]

[redacted]

[redacted]

[redacted]

[redacted]

[redacted]

[redacted]

[redacted]

[redacted]

4.Polcies for noting

Management of Sickness Absence Regional Policy

- Training/upskill/TU engagement
- Absences not treated as sickness absences
- Annual Leve / sickness absence clarified
- Focus on supporting staff member
- New procedure
- Triggers changed to prompts

[redacted] concerns about the six absences then leading to a disciplinary panel

[redacted] HR is there to support staff and managers. HR will challenge managers about a disciplinary panel. There is a screening process in our Attendance protocol. Absences leading to disciplinary panels are screen robustly.

[redacted] case study 2 isn't cancer consider a disability

[redacted] Occupational Health are engaged to ensure if there are any adjustments which could be put in place or a redeployment. It is a last resort to end an employment. Continuing to be compassionate.

[redacted] change in language from the previous policy. It is an improvement. Though there seems to be harshness to the procedure and at the manager's discretion.

[redacted] guidance will cover where possible in view to reach out to HR and it will be taken on a case-by-case basis.

[redacted]It is a good document. Though there is a lack of training at local level. My POV long term a HR member to sit on absence hearings

[redacted] we would love to sit on each absence hearing however we do not have capacity at present to do so. Plan for robust training with manager and education continues.

BMcC need an enhanced Attendance Management team to support local managers and have HR oversight.

[redacted] Good Communication is necessary. Reactiveness and willingness to address issues quickly.

[redacted] we will work together and continue in partnership.

Outcome
Noted and approved

Next meeting is the 2nd April 2026 @ 2pm