

Chichester District Council

THE CABINET

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Alcohol & Drug Misuse Policy

1. Contacts

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2. Recommendation

2.1. That the Cabinet accepts the revised Alcohol & Drug Misuse Policy.

3. Background

3.1. This employment policy has been extensively revised and updated including the introduction of with cause drug and alcohol testing for defined safety critical roles and any other staff who drive on behalf of the Council.

4. Outcomes to be Achieved

4.1. To ensure that the Council has a fully up-to-date employment policy in place covering alcohol and drug misuse and that risk for the Council and all other parties is further reduced by introducing limited with cause testing.

5. Proposal

5.1. The previous policy has been extensively reviewed to ensure that it aligns with current best practice and is fully up to date with regards to the information it provides including signposting staff to further sources of support.

5.2. As before the policy outlines the support that as employer the Council will where possible give staff who may be experiencing alcohol and drug dependency issues.

5.3. It also sets out where disciplinary or related action is appropriate to prevent potential harm to any persons (the public/service users, other staff or the individual his/herself) or other consequences for the authority. This includes introduction for the first time of with cause drug and alcohol testing for defined safety critical roles and any other staff who drive on behalf of the Council. This addition and the other changes have been widely consulted about (please see below).

6. Alternatives Considered

6.1. The alternative is not to introduce any testing and this was considered but the case for doing this is recommended to Cabinet.

7. Resource and Legal Implications

- 7.1. Approximately £3,210 initial costs (3 training courses for managers: £1,715 + bespoke CDC awareness video: £1,495).
- 7.2. Annual charge: £500
- 7.3. Cost per test as required: £315
- 7.4. The set-up and ongoing costs can be met from existing budgets.

8. Consultation

8.1. Full consultation with union and staff representatives has taken place and the proposed changes have been discussed as agenda items at the Joint Employee Consultative Panel (JECP) on the 24 July and 12 October 2023.

9. Community Impact and Corporate Risks

None

10. Other Implications

	Yes	No
Crime and Disorder		No
Climate Change and Biodiversity		No
Human Rights and Equality Impact An impact assessment has been carried out by the HR section. The impact of the statement is neutral. However it will further ensure that all decisions made concerning staff experiencing alcohol and drug dependency issues are made in a fair, transparent and accountable way.	Yes	
Safeguarding and Early Help		No
General Data Protection Regulations (GDPR)		No
Health and Wellbeing	Yes	
Other (please specify)		

11. Appendices

11.1. Alcohol & Drug Misuse Policy

12. Background Papers

12.1. Human Rights and Equality Impact Assessment