

JOINT EMPLOYEE COUNCIL

Minutes of the meeting held on Tuesday, 11th September 2012 at Worksop Town Hall

Present:

Employer's Representatives:

Councillor S Greaves (Chairman)
Councillors B Barker, S May and J B Rickells

Employee Representatives:

K Circuit, R Parr and P Rodgers

Officers in attendance: C Crossland, L Hull and N Taylor

ACTION BY:

13. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors C Entwistle and D R Pressley and from employee representatives A Dainty, A Porter and J Rose.

14. DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

(a) Members

There were no declarations of interest by Members.

(b) Officers

There were no declarations of interest by officers.

15. MINUTES OF MEETING HELD ON 12TH JUNE 2012

The Head of Human Resources informed Members that the Council has been successful in its bid for Gold Status for the Well-Being at Work Award Scheme.

Members were informed that M Parker, HR Business Partner, has received an award for outstanding commitment to employee health and well-being.

RESOLVED that the Minutes of the meeting held on 12th June 2012 be approved.

16. MINUTES FOR ACTION

RESOLVED that the Minutes for Action be received.

17. OUTSTANDING MINUTES LIST

In regards to Outstanding Minute number 10(a), Review of Agency Workers, the Head of Human Resources informed Members that an exercise has been undertaken to look at the number of consultants used by the Council.

In regards Outstanding Minutes 11(a), Request for a Review of Bassetlaw District Council's Apprenticeship Scheme and 11(b), Payment of the Living Wage, Members were informed that these are being looked at and discussed at the Policy Working Group.

The Head of Human Resources advised Members that updates on the Outstanding Minutes would be provided at the next meeting of the Joint Employee Council in December.

RESOLVED that the Outstanding Minutes List be received.

SECTION A – ITEMS FOR DISCUSSION IN PUBLIC

Key Decisions

None.

Other Decisions

18. REPORT(S) OF THE DIRECTOR OF CORPORATE SERVICES

(a) Anti-Bribery Policies and Procedures

Members were presented with drafts of the Anti-Bribery Policy and Procedure, Whistleblowing Policy and Procedure and the Gifts and Hospitality Protocol for consideration. It was proposed to commence consultation.

Elected Members suggested more information about what procedures are in place and what will happen; clear information; streamlining the document; making the document user friendly and accessible.

Members suggested that the policies and procedures should be discussed at the Policy Working Group.

RESOLVED that the contents of the report and appendices be noted in order to commence the consultation process with a view to agreeing the policies at the next meeting of the Joint Employee Council prior to onward referral to Council.

19. REPORT(S) OF THE EMPLOYER'S REPRESENTATIVES

(a) Job Structure and Redesign Policy and Procedure

The draft Job Structure Redesign Policy and Procedure was presented to Members for consideration. It was proposed to commence consultation.

The trade unions have requested that the Council give priority to the development of this Policy to ensure that job design is conducted with an agreed framework. The draft policy has been designed to be flexible and provide a process that is proportionate to the degree of change proposed, the policy provides two routes for achieving change.

RESOLVED that the contents of the report and the draft Job and Structure Redesign Policy and Procedure be noted and a period of consultation be carried out with a view to finalising the document for agreement at the next meeting of the Joint Employee Council.

20. LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

RESOLVED that, in accordance with Part 1 of Schedule 12A of the Local Government Act 1972, and after considering the public interest test as set out by the officer in the body of the report, Members agree that the following items of business involve the likely disclosure

of exempt information as defined in Paragraph 4, and, therefore, in accordance with Section 100A of the Act, the press and public be excluded from the meeting:

Agenda item 8(a) – Review of Agency Workers – Paragraph 4

Agenda item 8(b) – Voluntary Early Retirement/ Redundancy and Flexible Working/ Retirement – Paragraph 3

SECTION B – ITEMS FOR DISCUSSION IN PRIVATE

Key Decisions

None.

Other Decisions

21. REPORT(S) OF THE EMPLOYERS REPRESENTATIVES

(a) Review of Agency Workers

The Joint Employee Council were updated on the use of agency workers for the period 1st April 2012 to 30th June 2012.

RESOLVED that the report be noted.

(b) Voluntary Early Retirement/ Redundancy and Flexible Working/ Retirement

Members were presented with the progress to date of the 2012 Corporate Voluntary Exercise and a proposal to set up a working group to explore further options for cost savings.

RESOLVED that the contents of the report be noted and the setting up of a working group to consider options for further cost savings be supported.

22. ANY OTHER BUSINESS WHICH THE CHAIRMAN CONSIDERS TO BE URGENT

As there was no other urgent business to discuss, the Chairman closed the meeting.