

## **JOINT EMPLOYEE COUNCIL**

### **Minutes of the meeting held on Tuesday, 12th June 2012 at Retford Town Hall**

#### **Present:**

##### Employer's Representatives:

Councillor C Entwistle (Chairman for the meeting)  
Councillors S May, D R Pressley and J B Rickells

##### Employee Representatives:

A Porter, P Rodgers and J Rose

Officers in attendance: C Crossland and L Hull

#### **ACTION BY:**

#### **1. NOMINATIONS FOR THE ELECTION OF CHAIRMAN**

##### **RESOLVED** that:

1. Councillor S A Greaves be elected Chairman of the Joint Employee Council for the ensuing year.
2. Councillor C Entwistle be elected Chairman for the meeting in the absence of Councillor S A Greaves.

#### **2. NOMINATIONS FOR THE APPOINTMENT OF VICE-CHAIRMAN**

**RESOLVED** that K Circuit be appointed Vice-Chairman of the Joint Employee Council for the ensuing year.

#### **3. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor S A Greaves and employee representatives K Circuit, A Dainty and R Parr.

#### **4. 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.

#### **5. MINUTES OF MEETING HELD ON 13TH MARCH 2012**

**RESOLVED** that the Minutes of the meeting held on 13th March 2012 be approved.

#### **6. MINUTES FOR ACTION**

**RESOLVED** that the Minutes for Action be received.

## 7. OUTSTANDING MINUTES LIST

**RESOLVED** that the Outstanding Minutes List be received.

## SECTION A – ITEMS FOR DISCUSSION IN PUBLIC

### Key Decisions

None.

### Other Decisions

## 8. REPORT(S) OF THE EMPLOYER'S REPRESENTATIVES

### (a) Employee Survey 2012/13

Members were provided with an update in regard to the next planned corporate wide Employee Attitude Survey and were invited to make comments and suggestions on the approach. The last survey was undertaken in September 2009, a copy of the questions previously included was appended to the report.

Elected Members/ Employee Representatives asked that questions be included in relation to flexibility of staff and how they feel it has been handled, Member feedback and the sickness scheme.

**RESOLVED** that:

1. The Joint Employee Council comment on the proposal to carry out an employee survey in November/ December 2012 and any potential measures to maximise return rates.
2. That the Joint Employee Council comment on the existing draft questions, to enable consideration at this early stage of the review.
3. Members pass on their comments and suggestions to L Hull, Head of Human Resources before November 2012.

### (b) 'Well-Being at Work' Award Scheme

Members were updated on the 'Well-being at Work' Award Scheme. The Council has continued to make progress in reducing the levels of sickness absence in the organisation. In 2011/12 sickness reduced to 7.01 days, an overall decrease from last year of 1.07 days. It is the fourth time in a row that the Council has exceeded its target.

The Head of Human Resources informed Members that progress is due to a number of factors, sickness management, pro-active work and staff effort. A number of initiatives have been delivered and further health and well-being initiatives are planned for the future. The Council are under the 'Well-being at Work' Award Scheme and have successfully achieved bronze and silver status and are working towards gold.

An Elected Member suggested that Members be invited to the events and initiatives taking place. Elected Members raised issues regarding recognition and rewards for staff with good sickness record.

The Head of Human Resources thanked the Sports Development Team for leading on some of the initiatives.

**RESOLVED** that:

1. The Council's bid for Gold Status for the 'Well-being at Work' Award Scheme be supported.

**9. 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 9(a) – Review of Agency Workers – Paragraph 4

Agenda item 9(b) – Voluntary Early Retirement/ Redundancy/ Flexible Working and Flexible Retirement Exercise – Paragraph 4

Agenda item 10(a) – Request for a Review of Bassetlaw District Council's Apprenticeship Scheme – Paragraph 4

Agenda item 10(b) – Payment of 'The living Wage' – Paragraph 4

**SECTION B – ITEMS FOR DISCUSSION IN PRIVATE**

**Key Decisions**

None.

**Other Decisions**

**10. 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 January 2012 to 31st March 2012.

Elected Members/ Employee Representatives commented on the excellent figures. An Employee Representative suggested undertaking a similar exercise regarding the number of consultants used.

**RESOLVED** that:

1. The report be noted.
2. The Head of Human Resources look into the possibility of undertaking an exercise regarding the number of consultants used and report back to a future meeting.

(b) Voluntary Early Retirement/ Redundancy/ Flexible Working and Flexible Retirement Exercise 2011/12

Members were presented with an update on the 2011/12 Corporate Voluntary Exercise and informed of the proposed timeline for a similar exercise for 2012/13.

**RESOLVED** that:

1. The final positive outcomes in terms of staffing changes and costs/ savings for 2011/12 exercise be noted.
2. The proposed timeframe for the 2012/13 voluntary exercise be considered.

**11. REPORT(S) OF THE EMPLOYEES REPRESENTATIVES**

(a) **Request for a Review of Bassetlaw District Councils Apprenticeship Scheme**

Members were presented with a report which asked the Joint Employee Council to instigate a review into the current Apprenticeship Scheme run by the Council.

**RESOLVED** that a joint review of the Apprenticeship Scheme currently in place at Bassetlaw District Council is carried out and the findings are reported back to a future meeting of the Committee.

(b) **Payment of 'The Living Wage'**

Members were presented with a report which asked the Joint Employee Council to recommend the payment of 'The Living Wage' as a minimum to all employees.

**RESOLVED** that a review is carried out of paying 'The Living Wage' as a minimum to all its employees and that a report is presented to a future meeting of the Committee.

**12. ANY OTHER BUSINESS WHICH THE CHAIRMAN CONSIDERS TO BE URGENT**

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