

## **JOINT EMPLOYEE COUNCIL**

### **Minutes of the meeting held on Tuesday, 20<sup>th</sup> December 2011 at Retford Town Hall**

#### **Present:**

##### Employer's Representatives:

Councillor G A N Oxby (Chairman)  
B Hopkinson, Mrs S Isard and J B Rickells

##### Employee Representatives:

K Circuit, A Dainty, M Hill, A McLoughlin and A Porter

Officers in attendance: K Childs, C Crossland and L Hull

#### **ACTION BY:**

(The Chairman welcomed all to the meeting and read out the Fire Alarm/Evacuation Procedure.)

#### **21. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor C Entwistle and employee representatives R Parr and J Rose.

#### **22. 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.

#### **23. MINUTES OF MEETING HELD ON 13<sup>TH</sup> SEPTEMBER 2011**

**RESOLVED** that the Minutes of the meeting held on 13<sup>th</sup> September 2011 be approved.

#### **24. MINUTES FOR ACTION**

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

#### **25. OUTSTANDING MINUTES LIST**

In regard to Minute 17(c), Agency Workers Policy and Procedure, the Head of Human Resources informed Members that the implications of agency workers receiving equal treatment from day one of their assignment has been looked at and if this had been the case for the previous twelve months it would have cost the council and additional £31,437.

In relation to Minute, 19(a), Review of Agency Workers, the Head of Human Resources informed Members that during the last quarter one agency worker lived in Retford and two agency workers lived in Kiveton and Creswell.

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

## **SECTION A – ITEMS FOR DISCUSSION IN PUBLIC**

### **Key Decisions**

None.

### **Other Decisions**

#### **26. REFERRALS(S) FROM OTHER COMMITTEES**

##### **(a) Anti-Fraud and Anti-Corruption Strategy and Policy**

The Head of Finance and Property informed Members that the Anti-Fraud and Anti-Corruption Strategy and Policy has been to the Audit and Performance Scrutiny Committee and Standards Committee and will be recommended to full Council on the 22<sup>nd</sup> December 2011 for approval.

Members were informed that an Anti-Bribery and Whistle Blowing Policy are being compiled and will be presented to the Joint Employee Council in the future.

**RESOLVED** that The Anti-Fraud and Anti-Corruption Strategy and Policy be received and presented to full Council on 22<sup>nd</sup> December for approval and adoption.

#### **27. REPORT(S) OF THE EMPLOYER'S REPRESENTATIVES**

##### **(a) Early Retirement Policy and Procedure**

Members were presented with a revised draft Retirement Procedure for consideration and endorsement.

The Head of Human Resources informed Members that they have worked closely with the trade unions on the document; he thanked K Circuit and A Porter for their work in helping to produce the policy and procedure.

**RESOLVED** that the Retirement Procedure be endorsed and recommended to Cabinet for approval and adoption.

#### **28. 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

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

### **Key Decisions**

None.

## **Other Decisions**

### **29. REPORT(S) OF THE EMPLOYERS REPRESENTATIVES**

#### **(a) Review of Agency Workers**

The Joint Employee Council was updated on the use of agency workers for the period 1<sup>st</sup> July 2011 to 30<sup>th</sup> September 2011.

Members were informed that the use of agency workers is minimal and that as of Friday the 23<sup>rd</sup> December 2011, there are no agency workers assigned.

**RESOLVED** that the report be noted.

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

The Chairman informed Members that it was A McLoughlin 's last meeting as she is retiring; he thanked her on behalf of the Committee for her valuable work for the Council, the Trade Union and the Joint Employee Council and wished her well for the future.

Angela responded in a positive manner thanking all colleagues for their co-operation over the years and wished all at the Council well for the future.

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