

UNION/EMPLOYEE CONSULTATION COMMITTEE

Minutes of a meeting of the Union/Employee Consultation Committee of the Bolsover District Council held in Committee Room 1, Sherwood Lodge, Bolsover, on Wednesday, 7th January 2009 at 1400 hours.

PRESENT:-

Councillor E. Watts - Chair

Council Representatives:-

Councillors K. Bowman, R.J. Bowler, P.M. Bowmer, J.A. Clifton, D. McGregor, B.R. Murray-Carr, A.F. Tomlinson and A. Waring

Unison Representatives:-

J. Hendy, R.G. Hutchinson, J. Ritchie and P. Burrows

Unite Representatives:-

C. Dodsworth and G. Nussey

Officers:-

W. Lumley (Chief Executive Officer), L. Keeling (Head of Human Resources and Payroll), S.E.A. Sternberg (Solicitor to the Council and Monitoring Officer), L. Ball (Senior I.T. Projects Officer) (until min No. 591) and K. Rodda (Democratic Services Officer).

Also present at the meeting were J. Pettitt and C. Mellors from the Unison Regional Office.

588. APOLOGIES

Apologies were received from R. Frisby (Unison), M. Hillsley (Unite) and G. Emberton (Unison Regional Office).

589. DECLARATIONS OF INTEREST

Minute No.	Councillor	Level of Interest
593, 594 & 595	P.M. Bowmer	1
593, 594 & 595	R.J. Bowler	1
593, 594 & 595	K. Bowman	1
593, 594 & 595	A.F. Tomlinson	1
593, 594 & 595	A. Waring	1

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590. ICT POLICY

The Senior I.T. Projects Officer presented the report which informed the meeting that from 1st April 2009 all authorities must use Government Connect for the secure exchange of data, how this has driven the need to make changes to the IT Security Policy and how training sessions on the changes would take place during 2009 for all employees and elected Members.

Moved by Councillor D. McGregor, seconded by Councillor B.R. Murray-Carr
RECOMMENDED that the revised ICT security policy be accepted

591. SICKNESS ABSENCE/OCCUPATIONAL HEALTH STATISTICS, JULY TO SEPTEMBER

The Head of Human Resources and Payroll presented the report which informed the meeting of the Sickness Absence and Occupational Health Referral Statistics from July to September 2008 which showed a slight increase in overall figures compared to the same quarter last year, but was still better than the target for the quarter.

Discussions took place about staff using annual leave in place of sick days and the Head of Human Resources and Payroll raised her concerns that this would mask underlying problems and it was suggested this be discussed at a future Health and Wellbeing Group.

Members were pleased with the overall report.

Moved by Councillor A.F. Tomlinson, seconded by Councillor D. McGregor
RESOLVED that the report be received.

592. THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Moved by Councillor D. McGregor, seconded by Councillor A.F. Tomlinson
RESOLVED that under Section 100(A)(4) of the Local Government Act 1972 (as amended), the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in the stated Paragraph of Part 1 of Schedule 12A of the Act and it is not in the public interest for that to be revealed.

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593. PROPOSED CHANGES TO TERMS AND CONDITIONS – 2009 ONWARDS EXEMPT – PARAGRAPH 4

The Head of Human Resources and Payroll presented the report which informed the meeting how ongoing negotiations had been taking place between Management and Unison/Unite, in respect of the working week, annual leave and pay dates. A consultation exercise with staff had been carried out and feedback and amended proposals were detailed in the report.

The Head of Human Resources and Payroll confirmed that the changes would be reflected in individual contracts that go out to all staff.

Moved by Councillor D. McGregor, seconded by Councillor E. Watts

RECOMMENDED that (1) the report be received, and the following be recommended for approval by Council in January 2009,

(2) the contractual working week for all employees, excluding Craft Workers, is harmonised to 37 hours with effect from 1st April 2009,

(3) the facility to bank 20 minutes per week in lieu of paid leave between Christmas and New Year is removed with effect from 1st April 2009 and a half day of annual leave be granted for the leave year 2009/10 only, as compensation for the 20 minutes worked between January to March 2009,

(4) the annual leave/concessionary leave entitlement for JNC Chief Officers/Green Book employees be amended with immediate effect to:

Negotiating Group	Below 5 years service	Above 5 years service
JNC for Chief Officers	31 days + 3 concessionary days	31 days + 3 concessionary days
Green Book employees	*22 days + 3 concessionary days	*27 days + 3 concessionary days

* For those employees who work between Christmas and New Year their total annual leave entitlement will be 25/30 days with no concessionary days.

(5) the three concessionary days referred to in recommendation 4 for both groups are the three fixed days between Christmas and New Year.

(6) customer contact points and offices will be open on the three Tuesdays following Easter Monday, Spring Bank Holiday Monday and August Bank Holiday Monday.

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(7) the annual leave year be amended to run from April to March to allow for the calculation of untaken annual leave at the financial year end, as required by the International Financial Reporting Standards. To facilitate this change in the first year, employees will be provided with a 15-month leave entitlement to run from January 2009 to March 2010.

(8) pay dates be harmonised to the 26th of each month and, wherever practicable, employees are paid in the current month. This change to be implemented on a rolling 12 month timetable commencing 1st April 2009

(Council)

594. PAY AND GRADING IMPLEMENTATION PLAN UPDATE – OCTOBER TO DECEMBER 2008 EXEMPT – PARAGRAPH 4

The Head of Human Resources and Payroll presented the report which showed the progress of the Pay and Grading Review Implementation Plan. Discussions took place on the dates of implementation and the possible equal pay claims, and it was agreed that implementation would have to be sorted out by the 1st April because of cost implications. The equal pay claims cannot be finally resolved by 1st April 2009.

The Head of Human Resources and Payroll confirmed that negotiations would commence shortly with craft workers.

Moved by Councillor E. Watts, seconded by Councillor D. McGregor
RESOLVED that the report be received.

595. PAY AND GRADING REVIEW – DRAFT PAY AGREEMENT EXEMPT – PARAGRAPH 4

The Chief Executive Officer presented the report which informed the meeting how Management and Trade Unions had been jointly working on producing a Draft Pay Agreement since the issue of the proposed grading structure in September 2008. These negotiations had now reached their conclusion and the draft Pay Agreement, which was attached to the report, represented a balanced package.

A copy of the Equality Impact Assessment on the draft Pay Agreement was also attached to the report.

The Chief Executive also confirmed that market supplements were still being looked into.

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Following responses to the publication of the original grading structure amendments have been made in agreement with the Trade Unions and a summary of the changes and each of the grades were detailed in the report.

Discussions took place on back pay, protection, equal pay and the overall cost of implementation, and it was agreed that subject to issues raised by Trade Unions, the implementation date should be 1st April 2009.

Unison representatives estimated that it should take them 10 -12 weeks to deal with the Pay agreement.

The Chair commented how all staff and the services they provided were valued, and how Members were not looking at outsourcing services but that he was looking for co-operation and consultation between all sides.

Moved by Councillor E. Watts, seconded by Councillor D. McGregor

RECOMMENDED that (1) the report be received,

(2) the draft Pay Agreement be approved, subject to consideration of issues raised by the Trade Unions,

(3) the implementation date be subject to a consultation exercise with all employees,

(4) the results of the consultation exercise be reported back to 18th March Council Meeting,

(5) the implementation date of the 1st April 2009 be approved subject to issues raised by Trade Unions.

(Council)

The meeting concluded at 1455 hours.