

Committee:	Union/Employee Consultation Committee	Agenda Item No.:	11.
Date:	11th December 2013	Category	*
Subject:	Draft Time Off and Facilities Agreement for Bolsover District Council	Status	Open
Report by:	Senior Human Resources Adviser		
Other Officers involved:	Joint Assistant Director - Human Resources		
Director	Chief Executive Officer		
Relevant Portfolio Holder	Councillor E Watts, Leader of the Council		

## **RELEVANT CORPORATE AIMS**

STRATEGIC ORGANISATIONAL DEVELOPMENT – Continually improving our organisation.

## **TARGETS**

No direct connection to specific targets but may contribute indirectly to all service plans and targets

## **VALUE FOR MONEY**

Ensures that employee representation is available to support ongoing improvements to the service.

## **THE REPORT**

When the Trade Union Facilities agreement became due for review recently, in the interests of increased efficiency and consistency of approach it was proposed to draft the revised document in line with the equivalent agreement recently reviewed at North East Derbyshire District Council. Discussions took place with representatives of the trade unions, and as a result it was agreed that the attached draft Time Off and Facilities Agreement should be submitted to Union/Employee Consultation Committee for consideration. There are a few

minor differences in the BDC and NEDDC documents, but essentially the approach is consistent.

Strategic Alliance Management Team have considered the draft Agreement on 14 November 2013 and have approved the contents.

### **ISSUES FOR CONSIDERATION**

That the Draft Time off and Facilities Agreement be recommended to Council for approval.

### **IMPLICATIONS**

Financial : Time off for trade union duties is a paid entitlement. Where no backfill is required this entitlement represents an indirect cost only. However where backfill is required there may be a direct cost and this would be met by the relevant department.

Legal : The terms of the agreement are in line with the ACAS Code of Practice in relation to time off for trade union duties. Whilst this is not legally enforceable, the terms of the Code are taken into account in cases where there is a dispute.

Human Resources : Human Resources is governed by legislation, codes of practice, caselaw and good practice. ACAS Codes of Practice lay down minimum requirements which should be followed to ensure the Council meets its obligations.

### **RECOMMENDATION** that

**UECC agree that the attached Draft Time off and Facilities Agreement for Bolsover District Council should be presented to Council for agreement and adoption.**

ATTACHMENT: Y: Draft Agreement Dec 2013; Original BDC Agreement 2011

FILE REFERENCE: ***BDC Policies and Procedures***

SOURCE DOCUMENT: ***Existing agreements at BDC and NEDDC***