

HIGH PEAK BOROUGH COUNCIL

Report to Council

6th October 2016

TITLE:	Recommendations from the Executive – 21st July 2016
CONTACT OFFICER:	Mark Trillo, Executive Director (People) & Monitoring Officer
WARDS INVOLVED:	As detailed in the attached report

To approve the following recommendations of the Executive.

1. Councillor Thrane to move the following:

- a) Review of the Joint Consultative Committee Arrangement (JCC)**

RECOMMENDED:

That the proposals and the way forward for the replacement of the JCC be supported and that the approach be approved.

**Mark Trillo
Executive Director (People) and Monitoring Officer**

HIGH PEAK BOROUGH COUNCIL

Report to The Executive

21st July 2016

TITLE:	Review of the Joint Consultative Committee Arrangement (JCC)
EXECUTIVE COUNCILLOR:	Councillor Emily Thrane – Executive Councillor for Finance & Corporate Services
CONTACT OFFICER:	Mary Walker - OD & Transformation Manager
WARDS INVOLVED:	Non-Specific

1. Reason for the Report

- 1.1 The purpose of this report is to agree changes in the arrangements for liaison with trade unions with the replacement of the current Joint Consultative Committee (JCC) with alternative arrangements

2. Recommendations

- 2.1 That the Executive:

- Support the proposals and the way forward for the replacement of the JCC and recommends the approach to Council for approval

3. Executive Summary

- 3.1 The purpose of the JCC is to provide a forum for discussion, consultation and negotiation between elected members, senior managers and representatives of the Council's recognised trade unions (UNISON and GMB). The existing terms of reference are outdated and in practice the function of the meetings has fundamentally changed over time.
- 3.2 Over the service review period, the arrangements for discussions and consultations between management and the union representatives have developed and evolved. Quarterly meetings now take place between management and trade union representatives. These meetings also include representatives from Staffordshire Moorlands due to the fact that the workforce now works across the two councils and has shared terms and

conditions. A report on the outcomes of these meetings now forms the basis of the JCC meetings.

3.3 In order to reflect the new way of working that has involved, it is proposed that the JCC is replaced with the following alternative arrangements:

- The Executive Councillor for Finance & Resources attends the quarterly meetings between management and the trade union representatives along with the relevant Cabinet member from Staffordshire Moorlands.
- An annual report on staffing issues is presented to the Corporate Select Committee and trade union representatives are invited to attend and participate in discussions
- The Health and Safety Annual Report is presented to the Corporate Select Committee

4. How this Report Links to Corporate Priorities

4.1 The Council's Corporate Plan aims include 'A high performing and well motivated workforce'.

5. Options and Analysis

5.1 There are two options available to members in respect of the proposals in this report.

- Approve the proposals as discussed, that member(s) attend the quarterly union meetings and outcomes reported to Corporate Select and that health and safety matters are reported to Health and Safety Committee on an annual basis (Recommended)
- Reject the proposals (Not Recommended)

6. Implications

6.1 Community Safety - (Crime and Disorder Act 1998)
None.

6.2 Workforce
The report aims to ensure that the commitment to a high performing and motivated workforce is continued.

6.3 Equality and Diversity/Equality Impact Assessment
This report has been prepared in accordance with the Council's Equality and Diversity policies.

6.4 Financial Considerations
There are no direct financial considerations.

6.5 Legal
Part IV of the Trade Union and Labour Relations (Consolidation) Act 1992 sets out the requirements of employers with regard to collective bargaining.

The proposed new arrangements will ensure that the Council continues to fulfill their obligations under the Act

6.6 Sustainability
None.

6.7 Consultation
The trade union representatives have been consulted about the proposed changes and are supportive

6.8 Risk Assessment
Not applicable.

ANDREW P STOKES
Executive Director (Transformation) & Chief Finance Officer

Web Links and
Background Papers

Various background working papers

Location

Buxton Town Hall

Contact details

Mary Walker
OD & Transformation
Manager
Mary.walker@highpeak.gov.
uk

7. Background & Introduction

- 7.1 The purpose of the Joint Consultative Committee (JCC) is to provide a forum for discussion, consultation and negotiation between Elected Members, senior managers and representatives of the Council's recognised trade unions (UNISON and GMB) on:
- employment relations matters
 - working arrangements
 - training and development
 - welfare
 - terms and conditions of employment
 - equality issues.
- 7.2 The existing terms of reference for the Committee are at Appendix 1. This document dates back to 2001. Over recent years the Committee have also received reports on Health and Safety matters.
- 7.3 The Committee currently meets on a quarterly basis and is attended by members, staff and union representatives as set out in the terms of reference. Member services coordinate the agendas, reports and minutes as well as the scheduling of meetings.
- 7.4 Over recent years the function and operation of JCC has changed. The business now duplicates discussions that have already taken place at the quarterly meetings that have taken place with management which include the staff representatives from Staffordshire Moorlands. This forum is now necessary due to the joint terms and conditions that apply to staff working across the two authorities.
- 7.5 Proposals for replacing JCC with alternative arrangements have been discussed with the trade union representatives and the purpose of this report is to agree a change in approach.

8. Liaison with Staff Representatives

- 8.1 Throughout the service review process, there has been a significant amount of activity relating to the key areas of interest for the Committee, specifically terms and conditions of employment and working arrangements. Although the majority of this work is nearing completion, there are still a number of areas of focus on harmonising the remaining terms and conditions.
- 8.2 Relationships with the Union representatives have been positive throughout the service reviews and restructures. The consultation process has been jointly developed and any issues have been discussed and resolved amicably. These discussions have also included representatives from Staffordshire Moorlands. The outcomes have been reported to JCC and noted by members.

- 8.3 Over the service review period, the arrangements for discussions and consultations between management and the union representatives has developed and evolved. It was agreed that quarterly meetings would be held a few days in advance of JCC. Items in the agenda for these meetings have been progressed following which an update has been prepared and delivered to the JCC by the OD and Transformation Manager.
- 8.4 This approach has worked well, has meant that all parties are clear about what has been agreed and has led to a reduction in the number of papers to JCC and even to one meeting being cancelled.

9. Proposals for Future Arrangements

- 9.1 Following the service reviews and the shift in approach that has evolved throughout the process, it is proposed that the current and arguably outdated arrangements for JCC are updated.
- 9.2 As the quarterly meetings between management and union representatives continue to be held, it is proposed that the Executive Councillor for Finance and Resources attends these meetings along with the relevant Cabinet member from Staffordshire Moorlands.
- 9.3 In order to ensure that there is engagement and involvement from the non-executive councillors it is proposed that there is annual report on staffing matters presented to the Corporate Select Committee. It is also proposed that the trade union representatives are invited to attend the meeting when the report is discussed and invited to participate in the discussions. This would result in the JCC meeting no longer being required.
- 9.4 This approach would ensure that the key function of the JCC 'to provide a forum for discussion, consultation and negotiation between elected members, senior managers and representatives of the Council's recognised trade unions' would still be undertaken, while reducing the need for additional meetings for members and administration.
- 9.5 The Health and Safety matters that have been reported to some JCC meetings are also reported to the Corporate Health and Safety Committee. There is also a Health & Safety Annual Report. It is proposed that this report is also presented to the Corporate Select Committee.
- 9.6 The proposals contained in this report will ensure that the Council's commitment to employee health and well being, a key feature of the corporate plan, remains.