

**LOCAL JOINT COMMITTEE
13 DECEMBER 2017
4.07 - 4.55 PM**



Present:

Councillors Angell
David Allais, UNISON
Lorna Cameron, UNISON
Robert Card, GMB

Apologies for absence were received from:

Councillors Leake, Allen and Worrall

6. Declarations of Interests

There were no declarations of interest.

7. Minutes from Previous Meeting

The minutes of the meeting held on the 5 July 2017 were approved as a correct record.

8. Urgent Items of Business

There were no urgent items of business.

9. Employment Committee: Agenda and Related Matters

1.) Annual update of the Council's Pay Policy Statement and Annual Review of Bracknell Forests Supplement.

The Chief Officer: Human Resources reported that as the Joseph Rowntree Trust hadn't yet published the recommended living wage rate at the time of the meeting. The Employment Committee would be recommended to keep the level of the Bracknell Forest Supplement at £8.45 from 1 April 2018 but this would be kept under review.

Unison reported that a Member of staff had reported to them that she was being paid under the living wage rate of £7.20. Details would be sent to the Chief Officer: Human Resources to look into the matter and the outcome would be circulated to the Members of the Local Joint Committee.

2.) Annual Report on Retirements and Redundancies.

The Chief Officer: Human Resources reported that this was an annual report to show the capital costs and savings on early retirements/redundancies and to report on ill health retirements. Figures were provided for this year and the previous two for comparison. Redundancies over 55 who had access to their pensions in 2016/17 were higher compared to previous years due to the increased number of restructures including the closure of Heathlands and the Education Library Service.

3.) Volunteering Policy.

The Chief Officer: Human Resources reported that Abby Thomas's team had been working with Involve to create a new Volunteering Policy. The Policy would clarify guidance on how to manage volunteers and set a clear framework for managers to work with to ensure arrangements were in place for volunteers around issues such as health and safety. The Policy also set how to recruit volunteers and set out guidance around expenses. The Policy would be reviewed in 12 months time.

Members of the Unions expressed positive views towards the Volunteering Policy and felt that it was good to have all information presented in one place. It was raised that it would be good to have something put in place to capture feedback from the volunteers.

Concerns were raised however about risk assessments and clear guidance needed for working with Young Adults who were volunteering through the Duke of Edinburgh programme. Specific details would be provided to the Chief Officer: Human Resources who would look into the matter and discuss with the specific Director.

4.) Redundancy Authorisations: Change to Procedure.

The Chief Officer: Human Resources reported that a previous report had been to Employment Committee in July 2017 to consider the roll of the Committee and proposed that final authorisation of non-schools redundancies should be made at CMT. Further discussions were held with the Chairman of Employment Committee, and with leading Members, it was proposed that Employment Committee become consultees at a much earlier stage of any proposed redundancy exercise resulting five or more proposed redundancies. Local Joint Committee would remain the same.

5.) Monitoring the Councils Workforce 2016/17.

The Chief Officer: Human Resources reported that the Council has a legal duty to advance equality of opportunity, eliminate unlawful discrimination and promote good relations between people. Part of this legal duty was to report annually on its workforce composition. There were no major changes to report.

6.) Restructuring in the Central Post and Support Team.

The Chief Officer: Human Resources reported that four posts deleted from the 31 March 2018 in the Central Post and Support Team due to the structure change as a result of the move to a digital post room. Two of the deleted posts were already vacant and the other two would be redundancies.

7.) Proposed Redundancies – Forestcare.

The Chief Officer: Human Resources reported that as a result of Forestcare expanding there was a need for the management structure to be reviewed to ensure it is capable of meeting regulation requirements and to meet business needs. Contract changes meant that the service needs line management needed to be covered for 24 hours a day, 7 days a week. Recruitment would be made to new teams and conditions.

10. Matters to be Raised by Trade Unions

Unison representatives raised concerns about the transformation formal consultation documents that had been circulated to staff in Adults Social Care. It was reported that

these were not proper consultation documents that required a response or feedback, but a report stating what was going to happen, rather than ask for any input in the process, which staff didn't appreciate as it didn't involve staff and just seemed like "a tick in a box" exercise. It also seemed that the consultation was aimed at managers rather than all staff.

The Unison representatives praised former transformation staff consultations, such as the ones held for Coral Reef and Children's, Young People and Learning, as these had been exemplary, Thom Wilson in particular had spent time across the CYPL service and staff had really appreciated his approach.

The Chief Officer: Human Resources suggested that she would arrange a meeting with herself, Gill Vickers, Unison and Paul Young to get to the bottom of the issue. An update on the issue would be provided at the next Local Joint Committee.

CHAIRMAN

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