

**LOCAL JOINT COMMITTEE
8 FEBRUARY 2023
4.00 - 4.15 PM**



Present:

Councillors Leake (Chair), Allen and Wade

David Allais, UNISON

Thomas Rhodes, UNISON

Apologies for absence were received from:

Councillors Angell

17. Declarations of Interests

There were no Declarations of Interests.

18. Minutes from Previous Meeting

The minutes of the meeting held on 14 December 2022, were approved as a correct record.

19. Urgent Items of Business

There were no urgent items of business.

20. Employment Committee: Agenda and Related Matters

i. Annual Update of The Council's Pay Statement

The Assistant Director: Human Resources & Organisational Development, Paul Young, advised the Sub-Committee that the annual pay statement had previously been produced towards the end of the financial year in which it applied.

As the statement confirmed how the Council would apply the pay arrangements, it should be produced prior to the financial year in which it applies. The pay statement for the current financial year (22/23) had been agreed in July 2022 before proceeding through to Full Council. The production of this statement would enable the 23/24 statement to be applied for the beginning of the new financial year.

Once agreed through Employment Committee, the statement would be taken to Full Council.

ii. HR Policy Review - Substance Misuse Policy

The Assistant Director: Human Resources & Organisational Development, Paul Young, advised the Sub-Committee Young, that the Human Resources team were undertaking a review of the HR policies with a view to update and, where applicable, rationalise the number of policies required.

The process for reviewing the policy included engagement with stakeholders

across the Council and trade unions. The future development for this would include establishing a sub-group of the Workforce Board to facilitate engagement across the Council so the pressures and challenges of each subject area could be considered.

The following amendments have been made to the policy:

- Equality section amended
- Amendment to scope
- Addition of guidance for managers if an employee discloses a substance misuse problem
- Addition of a section on Support available for employees

It was recognised that the policy and procedure alone did not provide the confidence and competence to manage workforce situations and therefore the HR/OD Team would be supporting the effective management of these procedures through a programme of development for managers.

UNISON were supportive of the policy and that their suggestions had been included within the policy.

21. **Matters to be Raised by Trade Unions**

Unison's National Bargaining Group were currently negotiating the pay increase for officers and staff.

CHAIRMAN