

Forest Heath District Council

(This report is not a key decision. This report has been subject to appropriate notice of publication under the Council's Access to Information Rules)

Report of the Cabinet Member for Resources, Governance and Performance

CABINET

31 JULY 2012

CAB12/022

FORMATION OF WEST SUFFOLK JOINT STAFF CONSULTATIVE PANEL (Forward Plan Reference JUL12(B)/10)

Summary and Reasons for Recommendation

This report sets out a proposal to create a West Suffolk Joint Staff Consultative Panel by way of merging the District Council's Joint Consultative Working Group with St Edmundsbury Borough Council's Joint Staff Consultative Working Party. Draft Terms of Reference for the new Panel are attached as Appendix to the report and seek approval.

Recommendation(s)

It is recommended that:

- 1. The West Suffolk Joint Staff Consultative Panel be formed in line with the draft Terms of Reference as attached to the report and the Joint Consultative Working Group be disbanded; and the necessary amendments be made to the Council's Constitution.**
- 2. Cabinet appoint the three Forest Heath District Council Member representatives and two substitutes to the Panel, as follows:
Councillor S J Edwards
Councillor G Jaggard
Councillor T Simmons
Substitutes: Councillor W Hirst and Councillor N Williams**
- 3. The joint branch of UNISON nominate their staff representatives and substitutes to the Panel.**

Contact Details

Name:

Portfolio Holder

Cllr Stephen Edwards

Lead Officer

Karen Points

Title:

Cabinet Member for Resources, Governance and Performance

HR Manager

Telephone:

01638 660518

01284 757015

E mail:

Stephen.Edwards@Forest-Heath.gov.uk

Karen.points@forest-heath.gov.uk

How will the recommendations help us meet our strategic priorities?

1. The joining together of the two separate Joint Staff groups will enable more effective working for West Suffolk, as it provides for a single consultation and negotiation mechanism with Unison for the development of shared HR Policies, Terms, Conditions, and Practices across Forest Heath District Council and St Edmundsbury Borough Council.

Wards affected

2. None.

Key Issues

3. The draft Terms of Reference have been produced by reviewing and combining the existing Terms of Reference from both Joint Staff Groups and the scope is based on the recognition agreements in place. They are attached as an Appendix to this report and Members are asked to look particularly at the following:
 - Numbers of members / quorum
 - Chairing arrangements
 - Location / administration of meetings
4. Unison has merged into a single branch for West Suffolk so it is helpful to be able to consult for both Councils in one group and ensure therefore that single policies are agreed that apply to the entire West Suffolk workforce.

Other options considered

5. The alternative option is to retain separate consultation groups which is not consistent with the Shared Services agenda and partnership ideals of the two Councils, and results in differing approaches and policies being adopted at each Council.

Community impact (Diversity and Equality, Sustainability, Other)

6. None.

What consultation has been undertaken and what were the outcomes?

7. The draft terms have been discussed by Joint Management Team and shared with Unison.

Financial and resource implications

8. There are no financial/resource implications in respect of the proposed changes to the Working Group or the Terms of Reference.

Risk management implications

9. None.

Legal/Policy implications

10. The proposals are compliant with all statutory requirements and will enable a consistent approach to policy development.

Documents attached

11. Appendix – Draft Terms of Reference.

Background papers

12. None.