

**CHILTERN DISTRICT COUNCIL
SOUTH BUCKS DISTRICT COUNCIL**

**MINUTES of the Meeting of the
JOINT APPOINTMENTS AND IMPLEMENTATION COMMITTEE
held on 24 MARCH 2014**

PRESENT:

Councillor	M R Smith	Chiltern District Council	- Chairman
Councillors:	Mrs I A Darby	Chiltern District Council	
	P M Jones	Chiltern District Council	
	Mrs P Plant	South Bucks District Council	
	R Reed	South Bucks District Council	

APOLOGIES FOR ABSENCE were received from Councillors R Burns-Green (Chiltern District Council), B Harding (South Bucks District Council), P Kelly (South Bucks District Council), D Smith (South Bucks District Council) and D Spate (Chiltern District Council).

47 MINUTES

The minutes of the meeting of the Joint Committee held on 5 February 2014 were agreed by the Committee and signed by the Chairman as a correct record.

48 DECLARATIONS OF INTEREST

There were no declarations of interest.

49 EXCLUSION OF THE PUBLIC

RESOLVED –

That under section 100 (A) (4) of the Local Government Act 1972 (as amended) the public be excluded from the meeting for the following item(s) of business on the grounds that they involved the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.

50 HARMONISATION OF TERMS & CONDITIONS CONSULTATION

The Committee received a report providing the outcome of the staff consultation on the proposed harmonised terms and conditions of employment.

Members noted the progress made since the last meeting. This included the formal consultation with UNISON and all staff that had taken place between 17 February and 16 March 2014. A comprehensive staff consultation

document had been issued to all staff and five staff briefings were held which had been well attended by staff. UNISON had also held four meetings which all staff had been invited to attend. Email accounts had been set up to provide a mechanism for staff to submit feedback directly to Management and/or via UNISON. All staff also had access to a regularly updated Frequently Asked Questions document which provided clarity to staff in response to questions asked.

The report set out the substantive response from UNISON, results of the UNISON staff electronic survey, Management Team general response and points for negotiation on the proposed harmonisation of terms and conditions of employment. The Chief Executive outlined the proposed improved offer. During the ensuing discussion the following key points were made:

The original proposals regarding pay protection were considered fair and reasonable. Three years pay protection for a proportion of pay, reducing each year, was considered. Three years pay protection was considered too long as this would spread costs out longer at a time when the Councils would be particularly hard pressed and it was also felt important to adopt the good practice in other organisations, in particular the private sector. It was recognised that it was preferable to reach agreement with UNISON as a matter of urgency, rather than impose new terms and conditions on staff. As such, Members supported the proposal to extend full salary protection to two years. It was stated that the improved offer regarding pay protection would reduce flexibility to improve proposals in other areas.

Members felt strongly that pay should be determined locally. It was accepted that pay would be reviewed annually, but the Councils were unable to guarantee that there would be an annual pay increase.

Members supported the improved offer regarding additional travel to the new location for shared services; extending this from 16p to 25p per mile.

It was advised that the implementation of harmonised terms and conditions may not occur by 1 April. Members felt strongly that harmonised terms and conditions should be implemented as soon as possible, and that this should not occur any later than 1 May.

RESOLVED –

- 1. That the report be noted.**
- 2. That the re-negotiated terms as proposed by Management Team be agreed in principle.**
- 3. That delegated authority be given to the Chief Executive in consultation with the Joint Chairmen of the Joint Appointments and Implementation Committee to enter into the detail of formal negotiations with UNISON and move forward to implementation.**

51 FINANCE SHARED SERVICE REVIEW

The Committee considered the draft Finance shared services staff consultation document and noted the proposed timetable for consultation. Members noted a change to one job title in the proposed new structure. It was confirmed that this change would have no effect on costs.

RESOLVED –

That the draft Finance shared services staff consultation document and appendices be noted prior to issuing to staff.

52 PARKING SHARED SERVICE REVIEW

The Committee considered the draft Parking shared services staff consultation document and noted the proposed timetable for consultation. It was noted that the implementation of the joint service would take place from 29 September, rather than 1 September, through to the end of October.

In response to a question, the Committee were advised that the new service would be more efficient and would deliver an enhanced level of service with fewer members of staff. Members were reassured that the level of service outlined in the report could be delivered.

RESOLVED –

That the draft Parking shared services staff consultation document and appendices be noted prior to issuing to staff.

The meeting ended at 4.42 pm