

| Report for;              | Corporate Committee           | Item<br>Number:                   |
|--------------------------|-------------------------------|-----------------------------------|
| Title:                   | Employment Terms & Conditions |                                   |
| Report<br>Authorised by: | Stat K.                       |                                   |
| Lead Officer:            | Stuart Young                  |                                   |
| Ward(s) affected:        |                               | Report for Key/Non Key Decisions: |
|                          |                               |                                   |

## 1. Describe the issue under consideration

Over recent months officers have been in discussion with staff, Members and trade unions about the potential to review employment terms. This formed part of the budget process. This report updates Members on progress.

## 2. Recommendations

Members are asked to note the report, and to receive further report as necessary on the review of existing employment procedures.

## 3. Background information

During the Spring and Summer of 2011 a package of potential changes to employment terms was developed. This was the subject of discussion with staff and unions.

Detailed proposals were shared with staff in June 2011 and surveys undertaken to assess various pats of the package. Discussions were held within Directorate teams and a process of feedback established so that HR could consider the views of staff.



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At the same time, equality impact assessments were carried out on the various elements of the package to assess risk. From these analyses officers and unions were able to identify those aspects that would not be discussed further because of their potential for adverse impact.

It became clear during the Summer that the proposals were unpopular with staff. It was also clear that the scope for reaching agreement with unions was limited to local employment terms.

Ultimately it was the view of officers and leading Members that the project should be refocused to concentrate on the application of local employment processes. As such it is proposed to continue to discuss with the unions the following:

- Application of car allowance criteria
- Application of voluntary overtime arrangements
- Flexi time and TOIL (time off in lieu)
- · Employment procedures
- Organisational change procedures including redundancy

Proposed changes arising from these discussions will be the subject of consideration by the committee as appropriate.

- 4. Comments of the Chief Finance Officer and financial implications
  Any savings accruing from the proposals in this report will be realised in the
  service budgets of Directorates. It is not possible to quantify potential savings until
  further discussions have been held.
- Head of Legal Services and legal implications
   There are no legal implications arising from this report, as no changes to employment terms are proposed.
- 6. Local Government (Access to Information) Act 1985