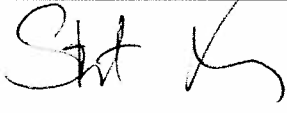


Haringey Council

Report for:	Corporate Committee on 15 May 2012	Item Number:	
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Title:	Update report on negotiations with Trade Unions on staff terms and conditions
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Report Authorised by:	 Stuart Young, Assistant Chief Executive
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Lead Officer:	Steve Davies, Head of Human Resources
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Ward(s) affected: ALL	Report for Key/ Non Key Decisions: Non Key Decision
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1. Describe the issue under consideration

To provide the committee with an update on discussions with the unions to change the following employment terms and procedures

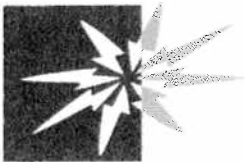
- Car and travel allowances
- Grievance procedure
- Capability procedure
- Disciplinary procedure
- Sickness absence procedure

2. Cabinet Member introduction

Not applicable

3. Recommendations

That the committee note the progress in changing the above mentioned employment terms.



4. Other options considered

Not applicable.

5. Background information

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

Following a period of consultation with staff and unions, including a number of meetings with groups of staff and surveys, it became clear that the proposed changes were unpopular with staff and the scope for reaching agreement with the unions was limited.

Ultimately, it was the view of senior officers and leading Members that the project should be refocused on a number of key employment processes – see above list in para 1 above.

Outlined below in appendix A is a table highlighting the proposed changes to be agreed with the unions.

Once agreement has been reached with the unions a full report will be submitted seeking approval of this committee to the changes.

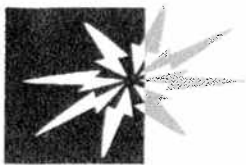
6. Comments of the Chief Finance Officer and financial implications

Budget savings originally proposed as arising from the wider review of Terms and Conditions were subsequently removed from the medium term financial plan (MTFP) once the feedback from staff was received (see section 5 above).

The limited number of changes now being discussed will have a much lesser impact on expenditure and until changes have been fully agreed, no saving has been built into the MTFP. Following the outcome of discussions with the unions, a final report will be taken to committee which will include a calculation of expected savings.

7. Head of Legal Services and legal implications

The Head of Legal Services has been consulted on the contents of this report which is by way of up-date and has no specific comments to make, other than to note that the report recognises that consultation and negotiation with recognised trade unions is an important step in changing terms and procedures.



Haringey Council

8. Equalities and Community Cohesion Comments

Equalities considerations have been taken account of in conducting the reviews. There are no equality impacts arising out of the reviews or changes proposed.

9. Head of Procurement Comments

Not applicable

10. Policy Implications

Not applicable.

11. Use of Appendices

Appendix A – Outline of progress in changing specific Employment terms

12. Local Government (Access to Information) Act 1985

No documents that require to be listed were used in the preparation of this report.

Appendix A - Outline of progress in changing specific Employment terms

Item	Main changes	Progress
Car & Travel allowances	<p>Managers are in the process of reviewing the eligibility of staff in receipt of Essential Car User, Cycle and Travel allowances.</p> <p>Where justification of the allowance changes staff will cease getting the allowance from 31 August 2012.</p> <p>When initial review completed officers and unions will meet to discuss issue related to essential users and car parking charges that have been raised by the unions.</p>	<p>Allowances being reviewed.</p> <p>Meeting with unions to discuss car allowance and car park arrangements in June.</p>
Grievance procedure	<p>Clarification of what can be progressed to final stages of procedure. Aggrieved party needs to be clearer in what grievance is about and more specifically what forms of remedy they are seeking.</p> <p>3rd stage appeals no longer to Members. 3rd stage reviews considered by independent panel of Head of HR and unconnected Asst Director/ Director.</p>	<p>Unions have agreed to consult their members on these proposals with a recommendation, once a final draft of the amendments has been completed.</p>
Capability procedure	<p>Dismissal appeals can be considered by panel of 2 Members if 3rd panel Member unavailable.</p>	<p>Unions have agreed to consult their members on these proposals with a recommendation, once a final draft of the amendments has been completed.</p>

Item	Main changes	Progress
Disciplinary procedure	<p>Dismissal appeals to panel of Members still, but panel of 2 can sit if 3rd Member unavailable.</p> <p>Relegation appeals will now be considered by officers.</p> <p>The simplified procedure may now be used in cases where the likely sanction would be dismissal for gross misconduct but where management have decided not to seek dismissal due to mitigating circumstances.</p> <p>All disciplinary appeals will be now be conducted on basis of review of dismissal decision instead of a re-hearing. The appellant will provide clear reasons as to why they are appealing and on what grounds they want the decision changed.</p> <p>Both sides will exchange documentation relevant to the appeal in advance and this will be shared with the appeal panel/ manager. The appeal will be in the form of a meeting but the focus of the meeting will primarily be on the reason for the managers original decision, the issues in dispute and the grounds of mitigation, unless new evidence is introduced in which case witnesses may need to be called. This will enable a shorter meeting than the original disciplinary hearing.</p>	<p>Unions have agreed to consult their members on these proposals with a recommendation, once a final draft of the amendments has been completed.</p>
Sickness absence procedure	<p>Procedure has been updated and reviewed to take account of Equalities Act 2010.</p> <p>Dismissal appeals can be considered by panel of 2 Members if 3rd panel Member unavailable.</p>	<p>Unions have agreed to consult their members on these proposals with a recommendation, once a final draft of the amendments has been completed. .</p>

