

## **JOINT NEGOTIATING COMMITTEE**

**MONDAY 8 SEPTEMBER 2014**

### **MINUTES OF THE MEETING**

#### **Attending:**

**Councillors:** B Chapman, McLean, G Sutton (Vice-Chairman) and Whitman

**Trade Union:** Will Cherry (Chairman), Christopher Plested and Roger Wallage.

**Officers:** Anne Stunell, Human Resources Team Leader and Pat Duff, Member Support Officer (Minutes)

The meeting began at 6.30 pm

#### **1. APOLOGIES FOR ABSENCE**

Apologies for absence were received on behalf of:  
Councillors Harden and Mrs D Rance; and  
W O'Gorman.

#### **2. MINUTES**

The minutes of the meeting held on 2 June 2014 were agreed by the members present and signed by the Chairman.

#### **3. MATTERS ARISING**

None.

#### **4. HEALTH AND SAFETY UPDATE**

A report to be given to the next meeting.

#### **5. CAR USERS POLICY**

A Stunell advised that all policies had been reviewed. Annex A of the report detailed the Staff Car Leasing Scheme. There were no changes. The Chief Officers' scheme and car allowances were shown at appendix B.

In May and June each year employees' mileage is checked to ensure they are on the right rates.

W Cherry asked if there had been any amendments to the mileage allowance.

A Stunell said page 13 of the agenda showed the rates which had not been changed for years. Procurement was reviewing the Staff Car Leasing Scheme to ensure the policy was put into practice.

Councillor B Chapman asked if the Council had the option of just supplying the car rather than giving a choice.

A Stunell said band 11 and above could take the money or take a car. If you came in on band 11 you have to wait 6 months to order a vehicle. When an employee leaves, if there is money left to pay on a vehicle, Procurement try to see if there is someone else who would like the vehicle to save money. People were expected to choose reasonably. No cars were precluded within reason and as per the policy and employees were allowed to top up their allowance.

Councillor Whitman said there should not be so much choice and perhaps the Council should supply just one make of car.

Councillor Sutton said single leasing companies dealt with different makes of car.

Councillor McLean asked how many cars were leased and how many staff were eligible for an allowance or a car.

A Stunell replied band 11 and above plus other people who met the mileage requirements for work as per the policies. In terms of frequent car users, the figures could be found.

Councillor McLean said if the Council was promoting a car scheme it makes more car usage and suggested emissions could be looked at.

Councillor Sutton asked that future reports should detail frequent and casual users and changes to the policy. Council policy should be based on emissions rather than car values.

**ACTION:**

**A Stunell** to raise the emissions question with Procurement.

**OUTCOME**

That the report be noted.

**6. DISABILITY LEAVE**

W Cherry said since the last meeting it was considered that the wording in place was fair. The main consideration was consistency between managers.

A Stunell said no employees had raised concerns and as far as she was concerned people were treated fairly and were treated under the Equality Act if necessary.

A Stunell met with the Group Manager - People and HR Lead Officers recently to look at all long term sickness employees and to discuss cases. The policy is there for managers to follow and HR support.

Councillor B Chapman said if the manager was not the proper person (AS1) an employee should be able to go to another person and this was covered by the Absence Management Policy.

A Stunell said the Sickness Policy had been looked at and there were some clarifications to be made. The managers involved at different stages of the period of sickness was in the policy. These policies were being reviewed constantly.

W Cherry said there was a need for equalities awareness training as managers did not recognise disabilities such as deafness.

A Stunell said equalities training was mandatory for new staff.

R Wallace said he thought it was Council policy to employ people to do the job regardless of disabilities.

A Stunell said the Council was an equal opportunities employer, we use the 2 ticks symbol on our communications and ensure that all employees are treated fairly regardless of their protected characteristics.

## **7. ANY OTHER BUSINESS/FUTURE AGENDA ITEMS**

The following items to be considered at the next meeting:

- Health and Safety Update – P O'Day
- Time off for Training – W Cherry/A Stunell
- Industrial Injuries - if someone was injured at work is he put on a target or is it at a manager's decision?- W Cherry/A Stunell

## **8. DATES OF FUTURE MEETINGS**

<b>Meeting Date – start time 6.30 pm</b>	<b>Date agenda to be circulated</b>
Monday 8 December 2014	Monday 17 November 2014
Monday 2 March 2015	Monday 9 February 2015

This was agreed and noted.

The meeting ended at 7.06 pm.