

# Employees' Consultative Forum

## AGENDA

**DATE:** Thursday 22 November 2018

**TIME:** 7.30 pm

**VENUE:** Committee Rooms 1 & 2, Harrow Civic Centre,  
Station Road, Harrow, HA1 2XY

**PRE-MEETINGS:** [Council Side - 7.00 pm - Committee Rooms 1&2  
Employees' Side - 6.30 pm - Committee Room 3]

**MEMBERSHIP** (Quorum: 3 from the Council Side and 2 trade union  
representatives from different trade unions)

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**Chair:**

**Councillors:**

Pamela Fitzpatrick	Camilla Bath
Graham Henson	Philip Benjamin
Angella Murphy-Strachan	Mina Parmar
Adam Swersky	

**Employee Representatives:**

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Teachers Representatives:	Louise Crimmins	- National Union of Teachers
	Anne Lyons	- National Association of Head Teachers
	(1 vacancy)	

Representatives of UNISON:	Mr D Butterfield	Mr D Searles
	Mr G Martin	

Representatives of GMB: Ms P Belgrave

**(Reserve Council Side Members overleaf)**

### **Reserve Council Side Members:**

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- |                  |                  |
|------------------|------------------|
| 1. Ghazanfar Ali | 1. John Hinkley  |
| 2. David Perry   | 2. Pritesh Patel |
| 3. Sachin Shah   | 3. Susan Hall    |
| 4. Varsha Parmar |                  |

**Contact: Daksha Ghelani, Senior Democratic Services Officer**  
**Tel: 020 8424 1881 E-mail: [daksha.ghelani@harrow.gov.uk](mailto:daksha.ghelani@harrow.gov.uk)**

## **Useful Information**

### **Meeting details:**

This meeting is open to the press and public.

Directions to the Civic Centre can be found at:  
<http://www.harrow.gov.uk/site/scripts/location.php>.

### **Filming / recording of meetings**

The Council will audio record Public and Councillor Questions. The audio recording will be placed on the Council's website.

Please note that proceedings at this meeting may be photographed, recorded or filmed. If you choose to attend, you will be deemed to have consented to being photographed, recorded and/or filmed.

When present in the meeting room, silent mode should be enabled for all mobile devices.

### **Meeting access / special requirements.**

The Civic Centre is accessible to people with special needs. There are accessible toilets and lifts to meeting rooms. If you have special requirements, please contact the officer listed on the front page of this agenda.

An induction loop system for people with hearing difficulties is available. Please ask at the Security Desk on the Middlesex Floor.

**Agenda publication date: Wednesday 14 November 2018**

# **AGENDA - PART I**

## **1. ATTENDANCE BY RESERVE MEMBERS**

To note the attendance at this meeting of any duly appointed Reserve Members.

Reserve Members may attend meetings:-

- (i) to take the place of an ordinary Member for whom they are a reserve;
- (ii) where the ordinary Member will be absent for the whole of the meeting; and
- (iii) the meeting notes at the start of the meeting at the item 'Reserves' that the Reserve Member is or will be attending as a reserve;
- (iv) if a Reserve Member whose intention to attend has been noted arrives after the commencement of the meeting, then that Reserve Member can only act as a Member from the start of the next item of business on the agenda after his/her arrival.

## **2. APPOINTMENT OF CHAIR AND VICE-CHAIR**

To appoint (i) a Chair from the Employees' side and (ii) a Vice-Chair from the Council side for the Municipal Year 2018/19.

## **3. APPOINTMENT OF EMPLOYEES'SIDE REPRESENTATIVES**

To note the following appointments made by Cabinet on 21 June 2018:

UNISON Representatives: Darren Butterfield, Gary Martin and David Searles

GMB Representative: Pamela Belgrave

Teacher Representatives: Louise Crimmins (Nation Union of Teachers), Anne Lyons (National Association of Headteachers), 1 Vacancy

## **4. DECLARATIONS OF INTEREST**

To receive declarations of disclosable pecuniary or non pecuniary interests, arising from business to be transacted at this meeting, from:

- (a) all Members of the Forum;
- (b) all other Members present.

## **5. MINUTES (Pages 7 - 12)**

That the minutes of the meeting held on 17 January 2018 be taken as read and signed as a correct record.

## **6. PETITIONS**

To receive petitions (if any) submitted by members of the public/Councillors under the provisions of Executive Procedure Rule 47 (Part 4D of the Constitution).

## **7. DEPUTATIONS**

To receive deputations (if any) under the provisions of Executive Procedure Rule 48 (Part 4D of the Constitution).

## **8. PUBLIC QUESTIONS \***

To receive any public questions received in accordance with paragraph 16 of the Executive Procedure Rules.

Questions will be asked in the order in which they were received. There will be a time limit of 15 minutes for the asking and answering of public questions.

**[The deadline for receipt of public questions is 3.00 pm, 19 November 2018. Questions should be sent to [publicquestions@harrow.gov.uk](mailto:publicquestions@harrow.gov.uk)**

**No person may submit more than one question].**

## **9. ANNUAL H&S REPORT WITH 6 MONTH SUMMARY REPORT (Pages 13 - 40)**

Report of the Corporate Director of Community.

## **10. INFORMATION REPORT - ANNUAL EQUALITY IN EMPLOYMENT MONITORING REPORT FOR 1 APRIL 2017 - 31 MARCH 2018 (Pages 41 - 44)**

Report of the Interim Head of Employee and Customer Relations.

## **AGENDA - PART II - Nil**

### **\* DATA PROTECTION ACT NOTICE**

The Council will audio record item 6 (Public Questions) and will place the audio recording on the Council's website, which will be accessible to all.

**[Note:** The questions and answers will not be reproduced in the minutes.]