

# **REPORT FOR: EMPLOYEE CONSULTATIVE FORUM**

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<b>Date of Meeting:</b>	23 November 2016
<b>Subject:</b>	INFORMATION REPORT – Terms of Reference for the Corporate Joint Committee
<b>Responsible Officer:</b>	Frances Mills Head of People and OD
<b>Exempt:</b>	No
<b>Wards affected:</b>	N/A
<b>Enclosures:</b>	Appendix 1. Draft Terms of Reference November 2016 Appendix 2. List of changes made

## **Section 1 – Summary**

### **FOR INFORMATION**

The Forum is requested to note the new Terms of Reference for the Corporate Joint Committee to be implemented with immediate effect.

## **Section 2 – Report**

On 1<sup>st</sup> August 2016 a new joint management team was established across the HR Shared Service with Harrow Council and Buckinghamshire County Council. This new management structure and service provision needs to be reflected in the Terms of Reference for the Corporate Joint Committee. Minimal changes have been made to the current ToR in place. These draft changes have been circulated with all members of the CJC and no comments or objections have been received.

Accurate ToR are required to support the structure, accountability and constraints of the CJC

## **Section 3 – Further Information**

N/A

## **Section 4 – Financial Implications**

N/A

## **Section 5 - Equalities implications**

Minimal changes have been made to the current ToR's in place and no EqIA is required.

Name: Dawn Calvert	<input checked="" type="checkbox"/>	on behalf of the Chief Financial Officer
Date: 10/11/16		

<b>Ward Councillors notified:</b>	<b>NO</b>
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## **Section 7 - Contact Details and Background Papers**

**Contact:** Samantha Reilly, HR Business Partner, 07860 179558

**Background Papers:** None