

# EMPLOYEES' CONSULTATIVE FORUM

## MINUTES

### 8 FEBRUARY 2017

<b>Chair:</b>	* Mr G Martin	
<b>Councillors:</b>	* Mrs Camilla Bath (2)	* Kiran Ramchandani
	* Graham Henson	* Aneka Shah-Levy
	* Ms Mina Parmar	* Sachin Shah
	* Pritesh Patel	
<b>Teacher</b>	* Ms L Crimmins	- NUT
	* Ms A Lyons	- NAHT
<b>Unison</b>	Mr D Butterfield	* Mr J Royle
<b>Representatives:</b>	* Mr S Compton	* Mr D Searles
<b>GMB</b>	* Ms P Belgrave	
<b>Representative:</b>		

\* Denotes Member present  
(2) Denotes category of Reserve Member

#### 35. Attendance by Reserve Members

**RESOLVED:** To note the attendance at this meeting of the following duly appointed Reserve Member:-

Ordinary Member

Councillor Paul Osborn

Reserve Member

Councillor Mrs Camilla Bath

### **36. Declarations of Interest**

**RESOLVED:** To note that the following interests were declared:

Agenda Item 7 – Appeals Process when dealing with complaints relating to Corporate Directors – Natural Justice a basic fundamental right and Agenda Item 8 – Management response to Unison Report

Councillor Graham Henson declared a non-pecuniary interest in that he was an honorary member of the CWU, a former member of Unison, a member of the GMB Union and his cousin was an employee of the Council. He would remain in the room whilst the matter was considered and voted upon.

Councillor Kiran Ramchandani declared a non-pecuniary interest in that she was a member of the GMB Union. She would remain in the room whilst the matter was considered and voted upon.

Councillor Sachin Shah declared a non-pecuniary interest in that he was a member of the Unite Union. He would remain in the room whilst the matter was considered and voted upon.

### **37. Minute Silence**

The Forum stood and observed a minute silence for the late Councillor Bob Currie, a former Mayor of Harrow, who had been a member of the Forum and a lifelong member of Unison.

### **38. Minutes**

**RESOLVED:** That the minutes of the meeting held on 23 November 2016 be taken as read and signed as a correct record subject to the following correction:

Minute 26 – Appointment of Employees' Side Representatives

... Anne Lyons as the representative of the NAHT.

### **39. Petitions**

**RESOLVED:** To note that no petitions were received at this meeting under the provisions of the Executive Procedure Rule 49 (Part 4D of the Constitution).

### **40. Deputations**

**RESOLVED:** To note that no deputations were received at this meeting under the provisions of Executive Procedure Rule 48 (Part 4D of the Constitution).

### **41. Public Questions**

**RESOLVED:** To note that no public questions were received.

## RESOLVED ITEMS

### 42. Appeals Process when dealing with Complaints relating to Corporate Directors - Natural Justice a Basic Fundamental Right

The Forum received a submission from the Employees' side in relation to the appeals process when dealing with complaints about Corporate Directors (Agenda Item 7) and considered it in conjunction with a response report from the Corporate Director, Resources and Commercial (Agenda Item 8).

A representative from the Employees' Side expressed the view that whilst stage 2 grievances in relation to a Corporate Director should be heard by the Chief Executive with the acknowledgment that this may be delegated due to his schedule, it was not acceptable that grievance appeals be heard by a Corporate Director. It was therefore proposed that such appeals be heard a panel of elected Members. The representative stated that this would demonstrate fairness and that no bias existed amongst the Corporate Directors. Another representative of the Employees' side added that there was an issue of perception and Corporate Directors 'looked after each other'.

The Head of People and Organisational Development outlined Management's response to the paper submitted by Unison and stated that the normal practice in an organisation was that appeals would be heard by the next level of officer in terms of seniority. She stated that Management was prepared to accommodate Unison's request in that the Chief Executive had agreed to hear appeals against the findings of a grievance hearing against a Corporate Director. Grievances against a Corporate Director would continue to be heard by another Corporate Director in line with current practice. In response to the representative of the Employees' Side comments she stated that, in her experience, Corporate Directors viewed the matter of grievances seriously and were supported in hearings by a representative from both Human Resources and Legal who were on hand to provide advice.

In response to a question from an Employees' Side representative, the Head of People and Organisational Development advised that her records showed that the last grievance against a Corporate Director was in 2014 and that it was not upheld. An Employees' Side representative stated that this year one grievance against a Corporate Director had not been heard and that two heard in the previous year were not upheld. One hearing was held with out the employee's representative being present. This was challenged by the Head of People and Organisational Development who stated that she had been advised by the Corporate Director, Resources and Commercial, that he was not aware of any appeal where an employee's representative had been prevented from attending.

**RESOLVED:** That

- (1) the paper submitted by Unison and the report of the Corporate Director, Resources and Commercial be noted;

(2) the Grievance Policy concerning complaints against Corporate Directors be discussed further at the CJC.

**43. Management Response to Unison Report**

This report was dealt with in conjunction with the previous item.

**44. Information Report: Draft Revenue Budget 2017/18 and Medium Term Financial Strategy 2017/18 to 2019/20**

The Forum received a report of the Director of Finance, which had been considered by Cabinet in December, on the draft revenue budget for 2017/18 and draft Medium Term Financial Strategy (MTFS) for 2017/18 to 2019/20.

The Forum did not make any comments on the proposals.

**RESOLVED:** That the report be noted.

**45. Information Report: Draft Capital Programme 2017/18 to 2019/20**

The Forum received a report of the Director of Finance which set out the new General Fund capital programmes which had been proposed as part of the 2017/18 budget process. The report, which had been considered by Cabinet in December, also set out budgets within the existing Capital Programme which had been re-profiled between 2016/17 and 2019/20 and where virements were proposed between projects.

The Forum did not make any comments on the proposals.

**RESOLVED:** That the report be noted.

(Note: The meeting, having commenced at 7.32 pm, closed at 7.53 pm).

(Signed) GARY MARTIN  
Chair