

**EMPLOYEES' CONSULTATIVE FORUM****24 APRIL 2007**

Chairman: \* Councillor Mrs Camilla Bath

Councillors: \* David Ashton \* Graham Henson  
\* Don Billson \* Chris Mote  
\* Bob Currie \* Navin Shah

Representatives of HTCC: (Currently no appointees)

Representatives of UNISON: \* Ms L Ahmad \* Ms M Cawley  
\* Kerry Bubenzer \* Mr S ComptonRepresentative of GMB: Mr S Karia  
\* Mr J Rowe

\* Denotes Member present/Employee Representative present

[Note: Mr P Leran of the GMB and Ms Brenda Goring, of Harrow Council Black Workers' Group (HCBWG) and the GMB, also attended the meeting].

**PART I - RECOMMENDATIONS - NIL****PART II - MINUTES**40. **Attendance by Reserve Members:****RESOLVED:** To note that there were no Reserve Members in attendance at this meeting.41. **Declarations of Interest:****RESOLVED:** To note that the following interests were declared:

| <u>Member</u>            | <u>Nature of Interest</u>   |
|--------------------------|---|
| Councillor Bob Currie    | Declared a personal interest in that he was a retired, lifelong member of UNISON. Accordingly he remained in the room and took part in the discussion and decision-making on all items.   |
| Councillor Graham Henson | Declared a personal interest in that he was a member of the Communications Workers Union. He also had a cousin who was employed by the Council. Accordingly he remained in the room and took part in the discussion and decision-making on all items. |
| Councillor Navin Shah    | Declared a personal interest in that he was a member of Amicus-MSF and the Co-operative Party. Accordingly he remained in the room and took part in the discussion and decision-making on all items.  |

42. **Arrangement of Agenda:****RESOLVED:** That (1) in accordance with the Local Government (Access to Information) Act 1985, the following agenda item be admitted late to the agenda by virtue of the special circumstances and grounds for urgency detailed below:-

| <u>Agenda item</u>  | <u>Special Circumstances / Grounds for Urgency</u>   |
|---|--|
| 10. Information and Consultation Arrangements with Harrow Council Black Workers' Group (HCBWG) and the Disability Awareness, Information and Support Group (DAIS) | This report was not available at the time the agenda was printed and circulated. Members were requested to consider this item, as a matter of urgency. |

(2) all items be considered with the press and public present.

43. **Minutes:**

**RESOLVED:** That (1) the minutes of the meeting held on 31 January 2007 be taken as read and signed as a correct record;

(2) a copy of the minutes of the previous meeting be attached with any agenda papers in future.

44. **Public Questions:**

**RESOLVED:** To note that no public questions were received at this meeting under the provisions of Advisory Panel and Consultative Forum Procedure Rule 16 (Part 4E of the Constitution).

45. **Petitions:**

**RESOLVED:** (1) To note the receipt of the following petition which was referred to the relevant officer for action:

Restricted access to women's toilets at central depot

Representatives of Unison submitted a petition pointing out that security constraints meant that three of four women's toilets at the depot were not immediately accessible for staff and visitors;

(2) that Members be informed of the outcome.

46. **Deputations:**

**RESOLVED:** To note that no deputations were received at this meeting under the provisions of Advisory Panel and Consultative Forum Procedure Rule 15 (Part 4E of the Constitution).

47. **Progress report on Human Resources (HR) Policy (Grievance and Attendance):**

Members of the Forum were provided with a verbal update on progress following consultation with Trade Unions on Human Resources (HR) policy which had been requested by Members at the Forum's last meeting.

Officers had met with representatives of the unions and progress had been made. Officers had noted the unions' concern to keep the final stage of the appeal process in disciplinary dismissals, in which an employee could appeal to Members. A report would be submitted to the Corporate Management Team (CMT) on 25 April 2007, following which the final proposals would be put to the unions for agreement.

**RESOLVED:** That (1) the verbal update be noted;

(2) once available the report on HR Policy (Grievance and Attendance) be circulated to Members of the Forum.

48. **Staff-Side Secretary Post:**

The Forum received a report from Unison representatives proposing the introduction of a Staff-Side Secretary post. The GMB representatives explained that the unions differed constitutionally, and the GMB was not yet in a position to support this proposal.

**RESOLVED:** That the introduction of a Staff-Side Secretary post be the subject of further discussion between the two unions, and that if agreement was not reached, the Forum would consider this item at its next meeting.

49. **Information and Consultation arrangements with Harrow Council Black Workers' Group (HCBWG) and the Disability Awareness, Information and Support Group (DAIS):**

The Forum received a report of the Corporate HR Manager on information and consultation arrangements agreed with Harrow Council Black Workers' Group (HCBWG) and the Disability Awareness, Information and Support Group (DAIS). As a result of concern at delays in communicating annual information on equality issues it had been agreed that raw data would now be supplied to the support groups for their own analysis. It was anticipated that the first set of data on recruitment would be available on 30 April 2007. The Trade Unions had also requested the earlier provision of data and this would be supplied to them.

Members raised the issue of the effects of targeted vacancy management, redeployment and mergers of departments on the statistics. The officer replied that the workforce profile was monitored in its entirety, although more information was available on people starting employment. Redeployment would be reflected in the figures in future.

Members and the representative of the Black Workers' Group welcomed the more timely provision of information to the two support groups and the Trade Unions.

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

50. **Any Other Business:**

Organisational Review

Members requested an update on the Organisational Review at the next meeting of the Forum. A representative of Unison reported that the union would be submitting a report on the Organisational Review before the next Forum meeting, but agreed to attempt to produce a joint report with officers.

**RESOLVED:** That the above be noted and a report be submitted.

(Note: The meeting having commenced at 7.40 pm, closed at 8.21 pm)

(Signed) COUNCILLOR CAMILLA BATH  
Chairman