

Employees' Consultative Forum

AGENDA

DATE: Wednesday 30 June 2010

TIME: 7.30 pm

VENUE: Committee Rooms 1 & 2,
Harrow Civic Centre

PRE-MEETINGS: [Council Side - 7.00 pm - Committee Rooms 1&2
Employees' Side - 6.30 pm - Committee Room 5]

MEMBERSHIP (Quorum: 3 from the Council Side and 3 from the Employees' Side of the permanent membership)

Chairman: To be appointed at the meeting from the Employees' Side

Councillors:

Bob Currie	Mrs Camilla Bath
Graham Henson (VC)	Susan Hall
Phillip O'Dell	Paul Osborn
Bill Stephenson	

Employee Representatives:

Representatives of HTCC: Ms L Snowdon (2 vacancies)

Representatives of UNISON:	Ms L Ahmed	Mr G Martin
	Mr D Butterfield	Mr R Thomas
	Mr S Compton	

Representatives of GMB: Mr J Dunbar

(Reserve Council Side Members overleaf)

Reserve Council Side Members:

- | | |
|----------------|----------------------------|
| 1. Ajay Maru | 1. Barry Macleod-Cullinane |
| 2. Keith Ferry | 2. Tony Ferrari |
| 3. Navin Shah | 3. Stanley Sheinwald |
| 4. Ben Wealthy | |

Contact: Miriam Wearing, Senior Democratic Services Officer
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AGENDA - PART I

1. APPOINTMENT OF CHAIRMAN

To receive a nomination from the Employee's Side as to the Chair of the Forum for the Municipal Year 2010/11.

2. 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.

3. DECLARATIONS OF INTEREST

To receive declarations of personal or prejudicial interests, arising from business to be transacted at this meeting, from:

- (a) all Members of the Committee, Sub Committee, Panel or Forum;
- (b) all other Members present in any part of the room or chamber.

4. MINUTES (Pages 1 - 8)

That the minutes of the meeting held on 26 January 2010 be taken as read and signed as a correct record.

5. PETITIONS

To receive petitions (if any) submitted by members of the public/Councillors under the provisions of Executive Procedure Rule 49 (Part 4d of the Constitution).

6. DEPUTATIONS

To receive deputations (if any) under the provisions of Executive Procedure rule 50 (Part 4d of the Constitution).

7. PUBLIC QUESTIONS

To receive questions (if any) from local residents or organisations under the provisions of Executive Procedure Rule 51 (Part 4d of the Constitution).

8. INFORMATION REPORT - HEALTH AND SAFETY TRAINING UPDATE (Pages 9 - 18)

Report of Corporate Director Finance.

9. INFORMATION REPORT - PROGRESS OF THE HEALTH AND SAFETY PARTNERSHIP BOARD AND DEPARTMENTAL SAFETY GROUP MEETINGS
(Pages 19 - 24)

Report of the Corporate Director Finance.

10. INFORMATION REPORT - ANNUAL HEALTH AND SAFETY REPORT 2009/10
(Pages 25 - 34)

Report of the Corporate Director Finance.

11. INFORMATION REPORT - PROGRAMME FOR LEGIONELLA AND WATER SYSTEMS (Pages 35 - 38)

Report of the Corporate Director Finance.

12. INFORMATION REPORT - SUB-GROUP OF CORPORATE EQUALITIES GROUP
(Pages 39 - 44)

Report of the Divisional Director Human Resources and Development.

13. INFORMATION REPORT - GMB QUESTIONS ON THE ANNUAL EQUALITIES REPORT FOR 2007-09 (Pages 45 - 50)

Report of the Divisional Director Human Resources and Development.

14. HR POLICY FRAMEWORK - FAIR TREATMENT SUITE REVIEW (Pages 51 - 56)

Report of the Divisional Director Human Resources and Development.

15. EXCLUSION OF THE PRESS AND PUBLIC

To resolve that the press and public be excluded from the meeting for the following items of business, on the grounds that they involve the likely disclosure of confidential information in breach of an obligation of confidence, or of exempt information as defined in Part I of Schedule 12A to the Local Government Act 1972. The following items are exempt under paragraph 4 as they contain information relating to any consultations or negotiations, or contemplated consultations or negotiations in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under the authority).

Item 16 - Employees' Side Report on Lack of Information and Response Regarding Unison's Non Contractual Submission.

Item 17 - Information Item – Response to the Employees' Side Report on 'The Lack of Information and Response Regarding Unison's Non Contractual Submission.

Item 18 - Employees' Side Report on Youth Offending Services Reorganisation.

Item 19 - Information Report – Response to the Employees' Side Report on 'Youth Offending Service Reorganisation'.

Item 20 - Employees' Side Report on Procurement Agreement (Early Engagement).

Item 21 - Information Report – Response to Employees' Side Report on Procurement Agreement (Early Engagement).

Item 22 - Employees' Side Report on Special Needs Transport (SNT) Full Business Case.

Item 23 - Information Item – Response to Employees' Side Report on Special Needs Transport (SNT) Full Business Case

AGENDA - PART II

- 16. EMPLOYEES' SIDE REPORT ON LACK OF INFORMATION AND RESPONSE REGARDING UNISON'S NON CONTRACTUAL SUBMISSION** (Pages 57 - 58)

Report from UNISON.

- 17. INFORMATION ITEM - RESPONSE TO THE EMPLOYEES' SIDE REPORT ON 'THE LACK OF INFORMATION AND RESPONSE REGARDING UNISON'S NON CONTRACTUAL SUBMISSION'** (Pages 59 - 68)

Report of the Divisional Director Human Resources and Development.

- 18. EMPLOYEES' SIDE REPORT ON YOUTH OFFENDING SERVICE REORGANISATION** (Pages 69 - 72)

Report from Unison.

- 19. INFORMATION REPORT - RESPONSE TO THE EMPLOYEES' SIDE REPORT ON 'YOUTH OFFENDING SERVICE REORGANISATION'** (Pages 73 - 74)

Report of the Divisional Director Human Resources and Development.

- 20. EMPLOYEES' SIDE REPORT ON PROCUREMENT AGREEMENT (EARLY ENGAGEMENT)** (Pages 75 - 76)

Report from Unison.

- 21. INFORMATION REPORT - RESPONSE TO EMPLOYEES' SIDE REPORT ON PROCUREMENT AGREEMENT (EARLY ENGAGEMENT)** (Pages 77 - 88)

Report from the Divisional Director Human Resources and Development.

- 22. EMPLOYEES' SIDE REPORT ON SPECIAL NEEDS TRANSPORT (SNT) FULL BUSINESS CASE** (Pages 89 - 90)

Report from Unison.

- 23. INFORMATION ITEM - RESPONSE TO EMPLOYEES' SIDE REPORT ON SPECIAL NEEDS TRANSPORT (SNT) FULL BUSINESS CASE** (To Follow)

Report from the Divisional Director Human Resources and Development