

Meeting:	Employees' Consultative Forum
Date:	4 <sup>th</sup> July 2006
Subject:	Proposed Amendments to the Terms of Reference for Employees' Consultative Forum
Responsible Officer:	Jon Turner, Interim Director of HR
Contact Officer:	Tish Tunnacliffe, HR Advisor
Portfolio Holder:	David Ashton – Business Development
Key Decision:	No
Status:	Part I

## **Section 1: Summary**

### **Decision Required**

ECF to recommend amendments to the Terms of Reference for the Employees' Consultative Forum to Cabinet for approval and subsequent endorsement by full Council.

Proposed amendments to the Terms of Reference for Employees' Consultative Forum attached.

### **Reason for report**

Following the Council's recognition of GMB, the Terms of Reference for the Employees' Consultative Forum need to be amended to include their membership. The inclusion of GMB on the ECF fulfils the Council's

responsibilities under the terms of the trade union Recognition and Procedural agreement signed in March 2006.

### **Benefits**

Amending the Terms of Reference will enable GMB to participate at ECF and a greater proportion of staff will be represented.

### **Cost of Proposals**

No costs involved.

### **Risks**

None identifiable.

### **Implications if recommendations rejected**

GMB will not be able to participate in ECF, which would compromise the recognition agreement.

## **Section 2: Report**

### **2.1 Brief History**

The Council signed a Recognition and Procedural Agreement with GMB in March 2006 in accordance with the principles and objectives of the Information and Consultation Regulations, which came into effect in April 2005. This agreement set out arrangements with regard to consultation, negotiation and disputes as well as details of time off arrangements for trade union duties and activities, facilities and information provided by Harrow Council for trade union purposes, check-off and certification of local officials.

### **2.2 Options considered**

Not applicable.

### **2.3 Consultation**

This proposal has been shared with Unison and GMB.

2.4 Financial Implications

Finance have been consulted and they advise that there are no direct costs resulting from the change in the terms of reference.

2.5 Legal Implications

Legal have been consulted and there are no legal implications arising from the change in the terms of reference.

2.6 Equalities Impact

Enables wider representation of the workforce.

2.7 Section 17 Crime and Disorder Act 1998 Considerations

Not applicable.

**Section 3: Supporting Information/Background Documents**

Proposed Terms of Reference – attached.

**Background Documents:**

1. Recognition and Procedural Agreement – attached.
2. Cabinet Report 16<sup>th</sup> February 2006 – Extending Formal Collective Consultation and Trade Union Recognition Arrangements.