



Minutes of a meeting of the Joint Consultative Panel held at the
on 25 October 2005

Chairman – Councillor Franklin

Councillors Burke, Bleakney, Peach, Ridgway and Swift

Trade Union Representatives: Allan Baxter (UNISON), John Stokes (UNISON), John Nolan (T&GWU), Janet Horner (UNISON), Roxanne Talbot (T&GWU), Jeff Grace (UNISON)

1. Apologies for Absence

Apologies for absence were received from Councillor Dalton, David Sharma (GMB) and Tony Ellington (AMICUS)

2. Minutes of Joint Consultative Panel held on 17 November 2004

The Panel **AGREED** as an accurate record the minutes of the meeting held on 17 November 2004.

In accordance with Standing Orders the Panel agreed that the remainder of the meeting would contain exempt information as defined by paragraph 11 of Part 1 of Schedule 12A of the Local Government Act 1972 and the press and public would be excluded.

3. Joint Consultative Panel Report - Human Resources Policies

4. Conclusion of business: formal record of time

Joint Consultative Fora

The Panel received a report on the following policies and procedures:

*(i) **Dignity at Work Policy***

Amendments to the policy.

*(ii) **Capability Procedure***

Amendments to the procedure.

*(iii) **Annual Leave Policy***

Amendments to the policy.

*(iv) **Grievance Procedure***

Amendments to the policy.

(v) **Probationary Policy**

A new policy.

(vi) **Remote Working Policy**

A new policy.

(vii) **Disciplinary Policy**

Amendments to the policy. It was reported that the Trade Union side was awaiting legal opinion.

(viii) **Home Working Policy**

Amendments to the policy (for information).

(ix) **Public Disclosure (Whistleblowing) Policy**

Amendments to the policy (for information).

(x) **Long Service Awards Policy**

Amendments to the policy (for information).

IT WAS RECOMMENDED that Employment Committee:-

(a) **agree the amendments to the policies and procedures numbered (i) to (vi)**

(b) **agree the amendments to the Disciplinary Policy (vii), and that the policy be brought back for review if requested by the Trade Union side.**

(c) **note for information the policies numbered (viii) to (x).**

The meeting ended at 3.00pm.

CHAIRMAN
Times Not Specified