

AGENDA ITEM 10

MINUTES OF A MEETING OF THE  
LOCAL JOINT PANEL HELD IN THE  
WAYTEMORE ROOM, BISHOP'S  
STORTFORD ON WEDNESDAY 9 APRIL  
2008 AT 2.30 PM

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PRESENT: Employer's Side

Councillor M R Alexander  
Councillors A P Jackson, D A A Peek, M Wood  
(Vice Chairman)

Staff Side (UNISON)

Chris Cooper (Chairman), Tina Darton,  
Jane Sharp, Andy Stevenson.

OFFICERS IN ATTENDANCE:

Lorraine Blackburn	- Committee Secretary
Helen Farrell	- Training and Development Officer
Shona Gray	- Acting Head of People and Organisational Development
Jaleh Nahvi	- Human Resources Officer

33 APOLOGIES

Apologies for absence were submitted from Chris Clowes,  
Anne Freimanis and Philip Hamberger.

**RECOMMENDED ITEMS****34 EYE TESTS**

**The Secretary to the Employer's Side submitted a report seeking support for one or more of a number of options in relation to the Council's Policy on Eye Tests.**

**The Secretary to the Employer's Side commented that research undertaken showed that a number of Councils ran a voucher scheme following the Accor System. This voucher system was supported by Corporate Management Team.**

**Councillor A P Jackson sought clarification on the Accor System and values which could be attributed to the vouchers. The Secretary to the Employers Side explained how the vouchers scheme could be applied. She commented that the Council currently contributed £70 for single lenses and £100 for varifocal lenses. The vouchers were not subject to tax.**

**The Secretary to the Staff Side referred to the numbers of staff who had been helped under the scheme in 2006 and 2007. She commented that a review of the scheme had been requested in order to keep contributions in line within inflation. UNISON did not support recommendations (A) or (B) ie the cessation of the Council's contribution for lenses or contact lenses.**

**The Secretary to the Staff Side was happy to support the voucher system but stressed the need to apply the scheme fairly and not to discriminate on the issue of varifocals or contact lenses.**

**Councillor M R Alexander asked whether an employee could claim back their share from private health schemes. The process was explained.**

ACTION

Display equipment users who could claim under the voucher arrangement were discussed.

The Local Joint Panel supported the introduction of the Accor voucher contribution scheme and that contributions of £70 for single lenses and £100 for varifocals be made and the scheme be kept under review.

**RECOMMENDED** – that (A) the Accor voucher scheme be introduced DIS

(B) voucher contributions in the sum of £70 for single lenses and £100 for varifocals be supported; and DIS

(C) the scheme be reviewed regularly to ensure that prices are kept in line with inflation. DIS

### 35 **DISTURBANCE ALLOWANCE SCHEME**

The Secretary to the Employer’s Side submitted a report concerning updates to the current Disturbance Allowance Scheme to ensure that it was “fit for purpose”.

The Secretary to the Employer’s Side explained that changes were necessary to take account of additional costs arising from a change in an employees work place and updates needed to accommodate excess travelling time. CMT had recommended adopting the scheme and that this be reviewed on a six monthly basis. It was noted that should a large number of staff be relocated, then there could be significant financial implications for the Council.

The Local Joint Panel supported the Policy.

ACTION

**RECOMMENDED** – that the revised Disturbance Allowance Scheme as now submitted, be approved and adopted. **DIS**

**36** **JOB EVALUATION PROTOCOL, PROCEDURE AND APPEAL PROCESS, HAY EVALUATION SCHEME JANUARY 2008**

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The Secretary to the Employer’s Side submitted a report highlighting changes which were now necessary to the scheme following the Hay Evaluation Scheme in 2007, mainly in relation to the Appeals Procedures.

The Secretary to the Staff Side expressed concern at the length of time employees, whose posts were substantially changed, would have to wait before the posts were re-evaluated. Two minor amendments were requested.

The Local Joint Panel supported the Policy as amended.

**RECOMMENDED** – that the Policy as amended, be approved and adopted. **DIS**

RESOLVED ITEMS

**37** **MINUTES**

The Minutes of the meeting held on 11 December 2007 were received.

**Minute 29 – Eye Tests and Corrective Appliances**

The Secretary to the Employer’s Side commented on the average costs of eye tests and commented that costs had “risen considerably” from that stated.

ACTION

RESOLVED – that the Minutes of the meeting held on 11 December 2007 be signed by the Chairman as a correct record.

38 SAFETY COMMITTEE – MINUTES OF THE MEETING HELD ON 25 MARCH 2008

RESOLVED – that the Minutes of the meeting held on 25 March 2008 be received.

38 STRESS MANAGEMENT POLICY

The Secretary to the Employer’s Side commented that she was under the impression that the Policy, which had been amended at the last meeting of the Local Joint Panel, had been forwarded to the Secretary to the Staff Side by the former Interim Head. This had not been the case.

The Secretary to the Staff Side and the Secretary to the Employers Side undertook to submit the Policy to the next Local Joint Panel on 18 June 2008.

RESOLVED – that the Stress Management Policy be included on the agenda for the next Local Joint Panel meeting on 18 June 2008

DIS

40 DATE OF FUTURE MEETING

RESOLVED - that the next meeting of the Local Joint Panel be held on 18 June 2008.

The meeting closed at 3.05 pm.

ACTION

Chairman	.....
Date	.....

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