

MINUTES OF A MEETING OF THE  
LOCAL JOINT PANEL HELD IN THE  
WAYTEMORE ROOM, THE  
CAUSEWAY, BISHOP'S STORTFORD  
ON MONDAY 25 SEPTEMBER 2006 AT  
2.30 PM

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PRESENT: Employer's Side

Councillor M Wood (Chairman)  
Councillors M R Carver (substitute for Councillor  
M R Alexander) A P Jackson, N C Poulton  
(substitute for L O Haysey)

Staff Side (UNISON)

Robert Ball, Chris Cooper, Jane Sharp,  
Andy Stevenson

ALSO IN ATTENDANCE

Councillor D A A Peek

OFFICERS IN ATTENDANCE:

Gerald Balabanoff	- Interim Director Organisational Development
Lorraine Blackburn	- Committee Secretary
Rosemary Jones	- Human Resources Officer
Tina Nash	- Head of Human Resources

17 CHAIRMAN'S ANNOUNCEMENTS

The Chairman welcomed Councillor D A A Peek as an  
observer to the meeting.

The Chairman welcomed Councillors M G Carver and  
N C Poulton as substitutive Members for Councillors

ACTION

N C Poulton as substitutive Members for Councillors  
M R Alexander and L O Haysey.

RECOMMENDED ITEMSACTION

**18 HARASSMENT AND BULLYING AT WORK POLICY AND PROCEDURE**

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**The Secretary to the Employer’s Side submitted a report which set out the requirements for the successful launch of the Harassment and Bullying at Work Policy and Procedure previously agreed. The Secretary to the Employer’s Side thanked UNISON for their help in agreeing a way forward.**

**The Secretary to the Employer’s side commented that a planned launch would support the key policies and principles and would ensure that the procedures were understood by staff and managers. The range of proposals had been agreed by Corporate Management Team.**

**The Secretary to the Staff Side queried whether dates for “bite size” training or more extensive training for staff could be identified. It was noted that as soon as the policy had been agreed, then Human Resources would initiate training.**

**Members sought confirmation that the process was clear in its application at all levels and including Chief Officers and Members and whether external investigators would be used if necessary. The Interim Director, Organisational Development commented it was possible that external investigators would be used and the Council would need to be mindful of additional costs.**

**The Interim Director, Organisational Development commented that the focus of the Council was to be a “Model Employer” and to ensure that harassment and**

ACTION

bullying does not arise again.

The Secretary to the Staff Side commented on the joint working of EERA in investigating allegations of bullying.

**RECOMMENDED** – that the implementation proposals be approved.

DOD

**19 MATERNITY, PATERNITY AND ADOPTION LEAVE  
(INCLUDING THE RIGHT TO REQUEST FLEXIBLE  
WORKING AND INFORMATION ON MATERNITY PAY)  
AND GENERAL LEAVE**

The Secretary to the Employer’s Side submitted a report detailing revised policies to ensure the Council complied with its statutory duty in relation to maternity, paternity and adoption rights and to update general leave provisions.

It was noted that the Government’s new “family friendly” policies had not been incorporated in previous policies. Further, new legislation was expected next year affecting maternity and paternity rights. The new policy reflected current legislation.

The length of paid leave in relation to “Active Citizen Duties” was queried. It was noted that the figures shown, reflected the Government’s current advice.

**RECOMMENDED** – that the policies and procedures be approved.

DOD

ACTIONRESOLVED ITEMS20 MINUTES

RESOLVED – that the Minutes of the meeting held on 7 August 2006 be signed by the Chairman as a correct record.

21 ACHIEVING ORGANISATIONAL CHANGE: REDEPLOYMENT SCHEME; ENHANCED REDUNDANCY AND EARLY RETIREMENT PROPOSALS

The Interim Director, Organisational Development commented that the Employer's and Staff Side had met recently and hoped to agree the Policy. However, a number of issues needed external clarification. It was therefore considered prudent to await further clarification and to arrange a further meeting of the Local Joint Panel prior to the next meeting scheduled on 29 November 2006.

RESOLVED – that the report be deferred to the next meeting of the Local Joint Panel. DOD

22 DATE OF FUTURE MEETING

It was agreed that an additional meeting be convened in early November to consider the report referred to at Minute 21 (Achieving Organisational Change; Redeployment Scheme; Enhanced Retirement Proposals).

RESOLVED - that a meeting be convened for early November 2006 to reconsider the report "Achieving Organisational Change". DCG

The meeting closed at 3:05 pm.

ACTION

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

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