

MINUTES OF A MEETING OF THE  
LOCAL JOINT PANEL HELD IN THE  
COUNCIL CHAMBER, WALLFIELDS,  
HERTFORD ON TUESDAY 15 MARCH 2011,  
AT 2.30 PM

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**PRESENT:**     **Employer's Side**

Councillor Mike Wood (Chairman)  
Councillors A P Jackson and S Rutland-  
Barsby

**Staff Side (UNISON)**

Mrs J Sharp, Mr P Stevens and  
Mr A Stevenson

**OFFICERS IN ATTENDANCE:**

Lorraine Blackburn	- Committee Secretary
Emma Freeman	- Head of People and Organisational Services
Alan Madin	- Director of Internal Services

19     **APOLOGIES**

Apologies for absence were received from Councillor M  
Alexander and Brenda Dodkins.

20     **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman referred to the recent sad news concerning  
Councillor D A A Peek. He stated that although Councillor  
Peek was not a Member of the Local Joint Panel, he had  
attended LJP meetings frequently. With the consent of the  
Panel, the Chairman requested that a minute's silence be  
observed. The Panel agreed.

21 MINUTES

RESOLVED – that the Minutes of the meeting held on 19 January 2011 be approved and signed by the Chairman as a correct record.

22 SAFETY COMMITTEE: MINUTES

RESOLVED – that the Minutes of the meeting held on 13 January 2011 be received.

23 SECONDMENT POLICY

The Secretary to the Employer's Side submitted a report concerning a recent update of the Secondment Policy. The Policy had been revised following the recent increases in secondments and the need to make it "fit for purpose". The Secretary to the Employer's Side explained the rationale for the changes proposed. These were set out Essential Reference Paper B attached to the report now submitted.

The Staff Side drew attention to the time timeframe proposed of six months between each secondment and of the administrative and management difficulties this might create within some services and particularly in the light of the fact that staff vacancies could not be externally advertised. It was suggested that paragraph 4.5 be amended to provide an element of flexibility and in order to highlight the fact that there may be exceptions to the timescale stipulated in order to provide continuity of service.

The Secretary to Employer's Side explained that it was hoped that the minimum of six months between each secondment opportunity would provide a sense of balance.

The Panel supported an amendment to paragraph 4.5 and a revised form of wording.

RESOLVED - that (A) paragraph 4.5 be amended by the inclusion of "Generally, a minimum of six months

between each secondment opportunity would apply but that exceptions may be agreed by the substantive Manager in order to ensure continuity of service”.

(B) the Secondment Policy as amended, be approved.

24 PROBATIONARY POLICY

The Secretary to the Employer’s Side submitted a report on a new Probationary Policy which would establish best practise throughout the Council. The Secretary to the Employer’s Side explained how the Policy would apply to new employees and those with continuous local government service. It was noted that some Council’s had introduced a probationary period for all new staff, irrespective of whether they had local government experience or not.

The Local Joint Panel was concerned that the Policy as proposed, established two different approaches i.e. for staff who were new and those who had continuous service and of the difficulties that may ensue with two differing approaches.

The Local Joint Panel felt that a Policy should be developed which would apply to all staff. The Local Joint Panel requested the report be deferred for further discussion by the Secretaries to the Employer’s Side and the Staff Side.

RESOLVED – that the report be deferred for further discussion by the Secretaries to the Employer’s Side and Staff Side.

The meeting closed at 3.05 pm

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