

MINUTES OF A MEETING OF THE
LOCAL JOINT PANEL HELD IN THE
COUNCIL CHAMBER, WALLFIELDS,
HERTFORD ON WEDNESDAY 3 JULY 2013,
AT 1.00 PM

PRESENT: **Employer's Side**

Councillors M Alexander, J Ranger and
J Thornton.

Staff Side (UNISON)

Mr A Stevenson (Chairman) and Mr S Ellis.

OFFICERS IN ATTENDANCE:

Glenda Bennett	- Interim Head of People and Property
Martin Ibrahim	- Democratic Services Team Leader
Adele Taylor	- Director of Finance and Support Services

1 **APPOINTMENT OF CHAIRMAN AND VICE CHAIRMAN**

It was moved by Councillor M Alexander and seconded by Mr S Ellis that Mr A Stevenson be appointed Chairman of the Panel for 2013/14. After being put to the meeting, on a show of hands, Mr A Stevenson was appointed Chairman of the Panel for 2013/14.

It was moved by Councillor J Ranger and seconded by Mr S Ellis that Councillor M Alexander be appointed Vice-Chairman of the Panel for 2013/14. After being put to the meeting, on a show of hands, Councillor M Alexander was appointed Vice-Chairman of the Panel for 2013/14.

RESOLVED – that Mr A Stevenson and Councillor M Alexander be appointed Chairman and Vice-Chairman

respectively of the Panel for 2013/14.

2 APOLOGIES

Apologies for absence were submitted on behalf of Mrs B Dodkins and Councillors L Haysey and A Jackson. It was noted that Councillor J Ranger was substituting for Councillor A Jackson. The Panel further noted that Mrs B Dodkins had resigned as a Staff Side Member.

3 MINUTES

RESOLVED – that the Minutes of the meeting held on 19 February 2013 be approved as a correct record and signed by the Chairman.

4 RECRUITMENT POLICY

The Secretary to the Employer's Side submitted a report on revisions to the Recruitment Policy. She explained that updates to the policy had been necessitated by changes to legislation including the Equality Act 2010, the Disclosure and Barring Service and the Immigration and Nationality Act 2006. The revised policy, as now submitted, complied with these Acts as well as the National Joint Council Green Book.

The Panel made a number of comments and the Secretary to the Employer's Side dealt with various questions. The Panel highlighted the following comments:

- **The need to check the list of countries for eligible workers in paragraph 3.1;**
- **paragraph 6.16 should include reference to the Redeployment Register; and**
- **the need to include reference to Apprentices within the policy.**

Subject to these comments, the policy as now submitted was supported by the Panel.

RECOMMENDED – that the revised Recruitment Policy as now submitted and subject to the comments now detailed, be approved.

5 **EMPLOYING AND MANAGING PEOPLE WITH DISABILITIES**

The Secretary to the Employer’s Side submitted a report seeking to update the Employing and Managing People with Disabilities Policy. This policy had not been reviewed since 2006 and revisions to take account of recent legislation had become necessary.

In response to various questions and comments, the Employer’s Side Secretary commented that guidance to staff on what constituted a disability would be strengthened. She also undertook to report back on whether all Council buildings were DDA compliant. In respect of training for managers, she stated that this had already been offered, but in view of the low uptake, could be repeated.

The Panel recommended the revised policy as now submitted.

RECOMMENDED – that the revised Employing and Managing People with Disabilities Policy, as now submitted, be approved.

The meeting closed at 2.00 pm

Chairman
Date