

**PRESENT:** Councillors: Taylor (Chair), Adigun-Harris, Bradnack, Hughes, C Rosenstiel, Smart  
Liz Brennan (Unison), Kevin Roberts and Richard O'Leary (GMB).

Chief Executive, Head of Human Resources, Head of Customer Support, City Services, Director of City Services.

**1. MINUTES – 29 June 2004**

The minutes of the meeting were confirmed as a correct record.

**2. MATTERS ARISING FROM THE MINUTES**

Councillor Adigun-Harris who had not been present at the June meeting wished to have clarification of what statistics Graham Cuffley (Unison) had referred to under points 1 and 2 on page 3 of the minutes. The Head of Human Resources undertook to do this.

**3. APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Liddle.

**4. DECLARATION OF INTEREST**

The following Councillors declared personal interests: Councillor Smart as a member of ATL, Councillors Adigun-Harris and Bradnack as members of NUT, Councillor C Rosenstiel as a member of Amicus and Councillor Hughes as a member of NATFHE.

**5. PUBLIC QUESTION TIME**

There were no members of the public present at the meeting.

**6. ORAL UPDATE ON SINGLE STATUS**

The Head of Human Resources tabled a short summary of progress since the last meeting of the Forum on 29 June. She highlighted the following:

- There was now only one full time post within the HR team to work on job evaluation.
- A new Market pay policy had been applied to several groups of staff to aid recruitment and retention and this would apply to additional groups as necessary. The Trades Unions remained concerned about the possible equal pay implications of the policy. The risks for the Council would be assessed in 2005.
- The scheme for pay progression on City Pay Bands was on schedule to be signed off by the Corporate Management Team at the end of November ready for the January 2005 round of performance reviews.
- Work had started on a number of outstanding matters including review of casual worker pay rates to address equal pay and contractual issues for implementation by 31 March 2005.

- A learning and development working group comprising HR, managers and trades unions had been formed in May and a part-time learning and development adviser had been recruited in September.
- The Steering Group chaired by the Chief Executive would reconvene in December to assess progress against the remaining action plan and address any emerging issues

Councillor Bradnack asked for more information about the learning and development action plan and the Head of Human Resources agreed to email that to members.

## **7 TRADE UNIONS FACILITIES AGREEMENT FOR 2005/6**

The Head of Human Resources spoke to the paper. The proposal was to have a 3-year agreement for the first time and for the Branch Secretaries of both unions to be full time. This could be funded from existing budgets because of the fortuitous change of those fulfilling these roles. There were concerns about what to do with the agreement should there be a change of personnel in the period or union membership dropped or there were increased budget pressures. She highlighted the items listed under 7.6 of the report which indicated that there was still a significant workload involving the unions.

Liz Brennan (Unison) affirmed that there was considerable work and that other development work was on hold. She thought a 3-year agreement would help on both aspects.

Kevin Roberts (GMB) agreed and emphasised the importance of the partnership working with the Council and that the proposed agreement would give welcome stability.

Following a question from Councillor Hughes, the Forum noted that, although it was not mentioned under 7.6, work concerning Disability Discrimination was being undertaken.

The Forum supported the proposed 3-year agreement while noting that this might need to be re-visited should there be any significant changes affecting budgets or personnel.

**Agreed** (unanimously) to the third option under paragraph 9.2 of the officer report - increase the provision to full time for both Trades Unions - and that the Head of Human Resources, in consultation with the Chair and Spokes of the Forum, the Executive Councillor for Commercial & Human Resources and the Chair and Spokes of Commercial & Human Resources Scrutiny Committee would draft wording for conditions to apply to the 3-year agreement and that this would be tabled at the meeting of the Commercial & Human Resources Scrutiny Committee on 9 November 2004.

The meeting ended at 4.58 p.m.

Chair