

12 September 2014

Our ref: SJG/JSCC Sep14  
Contact: Susanne Gow  
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To: The Members of the Joint Staff Consultative Committee:

Councillors: Mrs A.G. Ashley (Chairman), Judi Billing, Fiona Hill, Bernard Lovewell and Mrs. Lynda Needham.

(Substitutes: Councillors Jim McNally, Frank Radcliffe and Michael Weeks).

UNISON: Dee Levett, Sharon Forde.

Staff Consultation Forum: Christina Corr, Chris Carter.

You are invited to attend a meeting of the

**JOINT STAFF CONSULTATIVE COMMITTEE  
and  
THE HUMAN RESOURCES STRATEGIC FORUM**

to be held in

**COMMITTEE ROOM 1,  
COUNCIL OFFICES, GERON ROAD,  
LETCHWORTH GARDEN CITY**

on

**WEDNESDAY, 24 SEPTEMBER 2014**

at

**3.00 p.m.**

Yours sincerely,



DEMOCRATIC SERVICES MANAGER

**AGENDA**  
**PART I**

<b>ITEM</b>	<b>PAGE</b>
<b>1. APOLOGIES FOR ABSENCE</b> To note the apologies tendered from any members of the Committee unable to attend this meeting.	-
<b>2. MINUTES</b> To take as read and approve as a true record the Minutes of the meeting of the Joint Staff Consultative Committee and the Human Resources Strategic Forum held on 25 June 2014.	-
<b>3. NOTIFICATION OF OTHER BUSINESS</b> Members should notify the Chairman of other business which they wish to be discussed by the Committee at the end of the business set out in the agenda. They must state the circumstances which they consider justify the business being considered as a matter of urgency.  The Chairman will decide whether the item(s) raised will be considered.	-
<b>4. CHAIRMAN'S ANNOUNCEMENTS</b> Members are reminded that any declarations of interest in respect of any business set out in the agenda, should be declared as either a Disclosable Pecuniary interest or Declarable Interest and are required to notify the Chairman of the nature of any interest declared at the commencement of the relevant item on the agenda. Members declaring a Disclosable Pecuniary Interest must withdraw from the meeting for the duration of the item. Members declaring a Declarable Interest which requires they leave the room under Paragraph 7.4 of the Code of Conduct, can speak on the item but must leave the room before the debate and vote.	-
<b>5. STAFF CONSULTATION FORUM</b> <i>To receive the Minutes of the meetings of the Staff Consultation Forum held on 2 July and 3 September 2014.</i>	<b>1</b>
<b>6. PEOPLE STRATEGY UPDATE</b> REPORT OF THE CORPORATE HUMAN RESOURCES MANAGER <i>To update the Joint Staff Consultative Committee on the progress made in the last quarter on the People Strategy 2011-2015 which also incorporates the Council's Work Plan.</i>	<b>9</b>
<b>7. NATIONAL PAY BARGAINING 2014</b> REPORT OF THE CORPORATE HUMAN RESOURCES MANAGER <i>The Corporate Human Resources Manager will update the Committee on the progress of national pay bargaining.</i>	<b>23</b>

- 8. STAFF SURVEY REPORT - EXTRACT** **25**  
*To present to the Committee an extract from the Staff Survey Report.*
- 9. RETENTION AND EQUALITIES UPDATE** **35**  
*The Employee Relations Officer will present this item, which includes details of staff turnover, analysis of leavers, comments, leavers' questionnaires and equalities performance.*
- HUMAN RESOURCES STRATEGIC FORUM**
- 10. DISCUSSION – LONG TERM SICK ABSENCE CASE MANAGEMENT** **39**  
DISCUSSION PAPER BY THE CORPORATE HUMAN RESOURCES MANAGER  
*The Corporate Human Resources Manager will present this paper for Committee discussion.*
- 11. SUGGESTED DISCUSSION TOPICS** **41**  
*A comprehensive list of discussion topics from which to choose the subjects for future Committee debates.*

The date of the next meeting of the Joint Staff Consultative Committee and the Human Resources Strategic Forum is **17 December 2014**.

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