

24 June 2016

Our ref: SJG/JSCC Jul16
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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 John Bishop, Ian Albert and Michael Weeks).

UNISON: Dee Levett, David Carr, Debbie Ealand, Keith Fitzpatrick-Matthews.

Staff Consultation Forum: Christina Corr, Claire Morgan.

You are invited to attend a meeting of the

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

to be held in

**COUNCIL CHAMBER,
COUNCIL OFFICES, GERON ROAD,
LETCWORTH GARDEN CITY**

on

WEDNESDAY, 6 JULY 2016

at

4.30 p.m.

PLEASE NOTE THE CHANGE OF DATE, TIME AND VENUE

Yours sincerely,



David Miley
DEMOCRATIC SERVICES MANAGER

AGENDA
PART I

ITEM	PAGE
1. APOLOGIES FOR ABSENCE To note the apologies tendered from any members of the Committee unable to attend this meeting.	-
2. MINUTES 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 30 March 2016 .	-
3. NOTIFICATION OF OTHER BUSINESS 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.	-
4. CHAIRMAN'S ANNOUNCEMENTS 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.	-
5. STAFF CONSULTATION FORUM <i>To receive the Minutes of the meetings of the Staff Consultation Forum held on 4 May and the Draft Minutes of 1 June 2016..</i>	1
6. PEOPLE STRATEGY UPDATE 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 2015 - 2020 which covers the Workforce Development needs.</i>	11

7. **INFORMATION NOTE: LOCAL GOVERNMENT PAY AND PENSIONS** 25
 INFORMATION NOTE OF THE CORPORATE HUMAN RESOURCES MANAGER
A round up of the latest position on pay settlements, pay bargaining and related consultations, impending regulations or future consultations for Local Government pay and benefits.
8. **INFORMATION NOTE: APPRENTICE LEVY AND TARGETS** 27
 INFORMATION NOTE OF THE CORPORATE HUMAN RESOURCES MANAGER
A revenue investment entry highlighted the proposal outlined in the Enterprise Bill that an Apprenticeship Training Levy would be introduced and that public sector bodies will be required to employ apprentices and will be set targets to increase apprenticeships. These matters are being closely followed to prepare for them.
9. **INFORMATION NOTE: EQUAL PAY REVIEW 2015** 29
 INFORMATION NOTE OF THE SENIOR HR & CONTRACTS MANAGER
An overview of the outcomes of the recently undertaken Equal Pay Review.
- HUMAN RESOURCES STRATEGIC FORUM**
10. **STRATEGIC DISCUSSION PAPER ON FREEDOM OF INFORMATION, TRANSPARENCY AND DATA PROTECTION AND THE IMPACT ON HUMAN RESOURCES** 45
The Corporate Human Resources Manager will update the Committee on the discussion topic. This will lead to general Committee discussion
11. **SUGGESTED DISCUSSION TOPICS** 47
A comprehensive list of discussion topics from which to choose the subjects for future Committee debate.

The date of the next meeting of the Joint Staff Consultative Committee and the Human Resources Strategic Forum is **Wednesday 28 September 2016**.

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