

Surrey Heath Borough Council
Employment Committee
8 February 2022

Joint Staff Consultative Group Constitution

Strategic Director/Head of Service	Gavin Ramtohal – Head of Legal and Democratic Services
Report Author:	Rachel Whillis – Democratic Services Manager
Key Decision:	No
Wards Affected:	n/a

Summary and purpose

To consider recommending the adoption of a revised Constitution of the Joint Staff Consultative Group.

Recommendation

The Committee is advised to RECOMMEND to Full Council that the revised Joint Staff Consultative Group Constitution, as attached at Annex A to this report, be adopted.

1. Background and Supporting Information

- 1.1 The Joint Staff Consultative Group Constitution has been reviewed and updated to reflect the establishment of the Employment Committee and its role in relation to the agreement of Staff Terms & Conditions.
- 1.2 Amendments have also been made to reflect the revised senior management structure and the HR Manager's job title.
- 1.3 The Joint Staff Consultative Group reviewed its Constitution at its meeting on 13 January 2022 and is recommending the changes set out at Annex A to this report. Since this meeting a further amendment has been made to paragraph 2 c) to clarify how the Consultative Group makes recommendations to the Full Council.

2. Reasons for Recommendation

- 2.1 The revised Constitution reflects the up to date practices in respect of agreeing revisions to Staff Terms & Conditions since the introduction of the Employment Committee.

3. Proposal and Alternative Options

- 3.1 It is proposed that the revised Constitution is recommended to the Full Council for adoption. The Consultative Group can chose to ask the Employment Committee to recommend its adoptions, with or without any further amendments it considers appropriate.

4. Contribution to the Council's Five Year Strategy

- 4.1 Not applicable

5. Resource Implications

- 5.1 There are no specific resource implications associated with the amendments to the Joint Staff Consultative Group's Constitution.

6. Section 151 Officer Comments:

- 6.1 There are no specific resource implications associated with the amendments to the Joint Staff Consultative Group's Constitution.

7. Legal and Governance Issues

- 7.1 The Joint Staff Consultative Group Constitution requires no fewer than 6 Council Representatives and 6 Staff Representatives to be present at a meeting where any recommendations are made to amend the Constitution. At its meeting on 13 January 2022 this quorum was met.

8. Monitoring Officer Comments:

- 8.1 The Joint Staff Consultative Group Constitution sets out the formal process for negotiating changes to Terms and Conditions for Staff. The proposed amendments reflect other Constitutional documents, primarily the Terms of Reference of the Executive, Committees and Other Bodies.

9. Other Considerations and Impacts

Environment and Climate Change

- 9.1 Not applicable

Equalities and Human Rights

- 9.2 Not applicable

Risk Management

9.3 Not applicable

Community Engagement

9.4 Not applicable

Annexes

Annex A – proposed revised Joint Staff Consultative Group Constitution.

Background Papers

None