

**Minutes of a Meeting of the Joint Staff
Consultative Group held on 3 March
2022**

+ Cllr Graham Tapper (Chairman)
+ Lynn Smith (Vice Chairman)

+ Cllr Rodney Bates	+ Keiran Bartlett
+ Cllr Sharon Galliford	+ Andrew Edmeads
- Cllr Josephine Hawkins	+ Joe Fullbrook
- Cllr Rebecca Jennings-Evans	- Kathy Lindsay
- Cllr Charlotte Morley	- Gillian Riding
+ Cllr Helen Whitcroft	+ Anthony Sparks
	+ Karen Wetherell

+ Present
- Apologies for absence presented

Officers in Attendance: Louise Livingston, Julie Simmonds, Rachel Whillis.

35/J Notes

The notes of the meeting held on 3 February 2022 were agreed as a correct record.

36/J Establishment of a Human Resources Policy Working Group

The Consultative Group considered a proposal to establish a Human Resources Policy Working Group, the purpose of which would be to enable representatives from both the employer and staff sides to review new or fundamentally altered policies in detail prior to their consideration by the Joint Staff Consultative Group. As the purpose of the Working Group was to only review policies that were new or significantly changed, it was not anticipated that the Working Group would meet regularly. It was also emphasised that the Consultative Group would remain the formal meeting for negotiation of changes to Staff Terms and Conditions of Employment.

The proposed membership of the Working Group was discussed and it was agreed to amend the membership, as set out in the Terms of Reference, to comprise three Employer Representatives and three Staff Representatives, with a quorum of two representatives per side. It was also agreed that the membership could remain flexible in order to best utilise individuals' skills, taking account the matter under consideration. In addition, Member representatives recognised there would be a need to keep the Chairman of the Employment Committee informed about items under discussion.

RESOLVED that

- (i) a Human Resources Policy Review Working Group be established and its Terms of Reference, as set out at Annex A to this report, as amended be agreed; and**

- (ii) the membership of the Working Group be agreed on the nomination of the respective sides.**

Chairman